

Prof. M. N. Navale

M.E. (Elect.) MIE, MBA

Founder President

Dr. (Mrs.) Sunanda M. Navale

B.A., M.P.M., Ph.D.

Founder Secretary

Dr. Prachi Pargaonkar

M.Com., Ph.D., FCA

Director

5.2.1 Placement details of students 2022-23

Sr. No	Name of student	Name of the Company	Pay package	Page no.
1	Agarkar Jui Mohan	Wipro	10 LPA	1-2
2	Ahuja Simran Vijaykumar	E Hub Services Pvt Ltd	2.80 LPA	3-4
3	Akotkar Ketan Pralhad	State Street HCL Services	2.40 LPA	5
4	Anandkar Rohit Sambhaji	Amara Raja Nava Prathibha	4 LPA + Incentives	6-7
5	Anand Vicky Vinod	SBI Life Insurance Company Ltd.	3.0 lacs per annum	8-12
6	Apte Atharva Kumar	DTDC Express Limited	4.5 -5.50 LPA	13
7	Babar Pragati Satish	Cian Healthcare	3.5 Lpa	14-15
8	Badhiye Dhiraj Ashokrao	Aerial Telecom Solutions Pvt. Ltd.	4.5 LPA	16-17
9	Badode Ankit Sanjay	ICICI Bank	3.5 Lpa	18-26
10	Bargat Yash Rameshwar	Griffyn Robotech	5.00 - 6.00 LPA	27
11	Barge Ashish Pradip	Vodafone India Services Private Limited	4 Lpa	28-38
12	Bavaskar Gopalsing Ajabsing	FinDestination	3.5 Lacs	39
13	Bellam Omkar Ramesh	Principal Global Services	3.50 LPA	40-48
14	Bhaalerao Mokksada Dilip	Gallagher services center llp	2.70 LPA	49-51
15	Bhaleroa Shubham Devanand	AU Small Finance Bank	3.70 LPA	52-59
16	Bhalke Vaishnavi Vilas	Aavas Financiers	3-3.6 lakhs p.a	60-61
17	Bhapkar Sanket Ramdas	Tata consultancy Services	3.36 LPA	62-64
18	Bhokare Rhutvik Siddhanath	Persolkelly	3 LPA	65-66
19	Bhongle Rakhi Pundlik	ThinkQuotient Software Pvt. Ltd.	2.4 LPA	67-68
20	Bhosale Prashali Gajanan	Aspera Technologies Pvt. Ltd.	3 LPA	69
21	Birajdar Vaibhav Mallinath	Infosys	2.5 LPA	70-71
22	Chaudhari Gaurav Vijay	HDFC Life	2.75 LPA	72-79
23	Chaudhari Vishakha Vijay	Uponly Finserv Pvt. Ltd	2.17 Lpa	80-82
24	Chaugule Megha Dattatray	Bajaj Allianz Life Insurance.	3.00-4.00 LPA	83-95
25	Chikhale Aishwarya Balaji	ASPERA Advisors LLP.	3 to 3.5 LPA	96-97
26	Chitare Akash Ashok	Aditya Birla Finance Limited	5.00 lakhs fixed	98-99
27	Choudhary Anjali Mohan	Ahuja Valecha & associates LLP	450000	100
28	Dabade Suprit Deepak	THE INTERCONTINENTAL TRADE PROMOTION	3 to 3.5 LPA	101-104
29	Dakare Tanaya Narendra	Cleanindia Group	18000 to 20000 pm	105
30	Dandage Dinesh Rajendra	Cian Healthcare	3.5 Lpa	106-107
31	Dani Anil Raghunandan	Infosys	2.5 LPA	108-116
32	Dasare Shruti Anilkumar	BrightSea Technology Private Limited	2.5 to 3.00 LPA	117-118
33	Desai Ritika Vijay	Wipro LTD	500000	119
34	Desarda Yash Rajendra	Arihant Food Industries	BUSINESS	120-123
35	Deshmukh Pooja Kailasrao	L-Cube Innovative Solutions Pvt.Ltd.	2.52LPA	124-126
36	Dhande Amruta Rajesh	Sinhgad Institute Lonawala	35000	127-128
37	Dhume Maithily Sanjay	FITART HEALTH & WELLNESSPRIVATE LIMITED	250000	129-130
38	Diware Akshay Sunil	IndiaMART InterMESH Ltd	4 LPA + Incentives	131-132

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39	Dube Shubham Vilas	Torcko logi pvt. Ltd.	4 LPA	133-134
40	Fegade Gaurav Pravin	Xanadu Realty	6,00,000	135-136
41	Funde Harshwardhan Subhash	Shirke Construction Technology pvt. Ltd.	5.2 LPA	137
42	Gaikwad Anuj Baliram	State Street HCL Services	2.40 LPA	138-139
43	Gaikwad Kajal Mukund	Cognizant PVT LTD	2.5 LPA	140-141
44	Gaikwad Kumar Yuvraj	Crompton Greaves	5,00,000	142-144
45	Gajbhiye Vivek Keshavrao	Shradha Infosystems	2500/m	145
46	Gawade Sahil Sunil	Hitech Corporation Ltd.	4.5 LPA	146-147
47	Gawande Himanshu Panjabrao	Awign	3 LPA	148
48	Gawande Shubham Santosh	Talentedge	500000/A	149
49	Ghadge Suraj Haribhau	State Street HCL Services	2.40 LPA	150
50	Ghode Aniket Dnyaneshwar	TechMahindra	350000	151-157
51	Ghodke Pratiksha Pramod	Bajaj Finance Ltd	3,20,000 (LPA)	158-166
52	Giramkar Abhijeet Bibhishan	eClerx Services	4,50,011/A	167-170
53	Guru Tanvi Subhash	ASPERA Advisors LLP.	3 to 3.5 LPA	171
54	Honakande Karan Rama	bigbasket	375600/A	172
55	Hoshing Gaurav Gajanan	Bhate Reval & Co LLP CA	120000/A	173
56	Hulagbali Jayesh Vinayak	360 Realtors LLP	3.5 LPA	174-177
57	Itkar Vaishnavi Mahesh	Techmihirnaik Groups	2.50 LPA	178
58	Jadhav Rutuja Rupendra	Piaggio Vehicles Pvt.Ltd	2.75 LPA	179-181
59	Jagdale Rushikesh Sanjay	HDFC Bank	208000/A	182-186
60	Jagdale Saurabh Sudhir	SBI life	4 LPA	187-190
61	Jagtap Atul Babasaheb	HDB Financial Services	300000/A	191
62	Jagtap Shubham Chandrakant	Indiamart Intermesh Ltd.	3.60 LPA	192-199
63	Jamodkar Yogesh Eknath	Ahuja Valecha & Associates LLP	240000/A	200-212
64	Javanjal Rutuja Charandas	Viraj Profiles Pvt Ltd.	5.50 L.P.A	213
65	Jondhale Shantanu Ramnath	Infosys	3 LPA	214-235
66	Kadam Harshad Rajaram	Shapoorji Pallonji and company Pvt.LTD	2.8 LPA	236
67	Kale Shivani Sudhakar	YASHASWI Group	2.40 LPA	237
68	Kamat Rutvik Sanjay	State Street HCL Services	2.40 LPA	238
69	Kapure Kajal Sukhdev	State Street HCL Services	2.40 LPA	239
70	Kawad Abhijit Mohan	Insurance Dekho	3.00 LPA to 3.5 LPA	240-247
71	Kende Shubham Narendra	State Street HCL Services	2.40 LPA	248-249
72	Kirdat Tejas Rajkumar	eClerx:	3 LPA	250
73	Kshirsagar Tanmay Rajesh	Bajaj Allianz Life Insurance.	3.00-4.00 LPA	251-262
74	Komawar Omsai Balajirao	Travel Kingdom	3 LPA	263-264
75	Kudache Anant Chandrakant	State Street HCL Services	2.40 LPA	265-266
76	Lalbiga Nakul Dhiraj	State Street HCL Services	2.40 LPA	267-269
77	Landge Saloni Baburao	State Street HCL Services	2.40 LPA	270
78	Magare Karishma Arun	Xanadu Realty	6,00,000	271-272

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79	Mahajan Dhundali Vitthal	ESTUARY TECHNOLOGY	10000/M	273-274
80	Mahajan Vithoba Shridhar	Emerson India	3.50 LPA	275
81	Maisheri Payal Pankaj	Rialtes	4.2 LPA	276-281
82	Makandar Mujjammil Ramjan	Tata Autocomp Systems Ltd.	3.5 LPA	282-283
83	Mali Ajit Ramchandra	ICICI Bank	3.5 Lpa	284-292
84	Malji Vaibhavee Rajvinayak	Wipro	10 LPA	293-295
85	Mandhare Pratik Kakasaheb	Randstad India Pvt.Ltd	4 LPA	296-300
86	Manjramkar Divya Milind	HDFC Bank	208000/A	301
87	Marathe Akash Premraj	MRF LTD.	5,96,688/- per annum	302-303
88	Mate Dishant Dilip	Finolex cables Ltd.	2 LPA	304-305
89	Mengade Aniket Jaywant	Airtel Business	3.5 LPA to 4.00 LPA.	306
90	Mhetre Varsha Vikas	State Street HCL Services	2.40 LPA	307-308
91	Misal Sonali Dattatray	eclerx	3 LPA	309-316
92	More Hrutwik Sanjay	Topsourc Infotech Solutions Pvt.Ltd.	5 LPA	317-322
93	More Samiksha Prakash	Peropersolkelly	40,000 pm	323
94	Mule Ankush Shankar	Merino Industries Ltd	3.50-5.0 LPA	324-325
95	Mule Sanket Kirankumar	Crave InfoTech	4 LPA to 5 LPA	326-333
96	Naik Abhijeet Vinod	ACE PRIME INFRA PRIVATE LIMITED	29975/M	334
97	Naik Atharva Mahesh	Bajaj Allianz Life Insurance	4.00LPA	335-346
98	Naik Venkatesh Gopal	GRITFIT	1.68 LPA	347
99	Narayankar Mahadevi Shahu	Bajaj Allianz Life Insurance	3.45 LPA	348-359
100	Nawalkar Ganesh Arun	eClerx Services	4,50,011/A	360
101	Nevase Ankita Anil	Gensol	3 LPA	361
102	Newaskar Purva Prasad	Paranjape Schemes Construction Ltd.	4 LPA + Incentives	362-364
103	Nikum Janhavee Prakash	Gridlogics Technologies Pvt Ltd	2.6 LPA	365-366
104	Paikrao Deepali Kesharao	Manpower Groups	4.5 LPA	367-370
105	Paliwal Adarsh Satish	Equitas Small Finance Bank	3.50 LPA	371-374
106	Palve Vikas Ashok	Findestination	3.5 Lpa (Approx 5.5)	375
107	Pandav Pankaj Mahendra	SBI General Insurance Ltd.	3.0 lacs per annum	376-379
108	Patil Ashish Dhanajirao	Bluestone Jewellery&Lifestyle Pvt	3.00 lpa	380-381
109	Patil Digvijay Manohar	Innovsource Services Private	21, 693 Pm	382-386
110	Patil Gaurav Rajendra	ICICI Bank	108000	387-395
111	Patil Manali Dilip	Prodmax Global	3 LPA	396
112	Patil Nilesh Bhatu	Equitas Small Finance Bank	3.50 LPA	397-400
113	Patil Rohit Bhaidas	Equitas Small Finance Bank	3.50 LPA	401-404
114	Patil Rutuja Arun	TATA COMMUNICATION ltd	340000/A	405-415
115	Patil Shraddha Sidramappa	Crave InfoTech	4 LPA to 5 LPA	416-423
116	Pawar Saurabh Maroti	KENT RO SYSTEMS LIMITED.	3.75 LPA	424
117	Raghuwanshi Sahil Dharmendra	eClerx Services	3 LPA	425-432
118	Rajurkar Nandini Bandopant	Persistent Systems.	3.5 LPA to 4 LPA	433-435

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119	Rajurkar Shubham Sudhakar	State Street HCL Services	2.40 LPA	436
120	Raskar Swaraj Popatrao	HDFC Bank	3 LPA	437-440
121	Sadavarte Sumedh Natha	Deepak NitrIte LTD	2.5 LPA	441
122	Sakhare Ankit Jayprakash	Seedwill Consulting Pvt. Ltd	5.55 LPA	442
123	Salve Mayur Ramesh	Alliance Bernstein Business services pvt.ltd	480456	443-450
124	Sartape Neha Santosh	HiyaMee	288000	451-455
125	Sawant Shruti Sudam	FinDestination	3.5 Lpa (Approx 5.5)	456
126	Sawant Uday Bhaskar	KPIT Technologies Ltd	4.7 LAP	457-462
127	Shanamwad Savita Marotirao	Zenith Management Consultants	3.0 lacs per annum	463
128	Sharma Abhishek Manojkumar	State Street HCL Services	2.40 LPA	464
129	Shedage Arjun Bajarang	Bajaj Finance Ltd.	5 Lpa	465-470
130	Shedage Atul Ashok	ICICI Bank	3.4 LPA	471-472
131	Shetty Prathamesh Dushyant	exl Service.com (India) Private Limited	5.6 LPA	473
132	Shinde Dinesh Ramrav	Aavas Financiers	3-3.6 lakhs p.a	474-475
133	Shinde Dinesh Sambhaji	State Street HCL Services	2.40 LPA	476-477
134	Shirbhate Raj Purushottam	Century Plyboards (India) Ltd.	4.00 LPA fixed	478-479
135	Shitole Rutuja Dushyant	State Street HCL Services	2.40 LPA	480
136	Shukla Rushikesh Rameshwar	State Street HCL Services	2.40 LPA	481
137	Solanki Rohit Kamal	Triangle Technologies Pvt Ltd.	6.7Lpa	482-490
138	Sonkamble Sumedh Uttamrao	ICICI Securities Limited	4.05 lacs per annum	491-500
139	Sul Rahul Chandrakant	State Street HCL Services	2.40 LPA	501-502
140	Tayade Akshay Suresh	HDFC Life	4.75 LPA	503-504
141	Thakare Mansi Bhalchandra	QUESS Corp Limited.	3.5 LAC	505-510
142	Thakare Tejas Vilasrao	Bajaj Finance Ltd.	4.5 LPA	511-519
143	Tiwari Akshaykumar Anilprasad	State Street HCL Services	2.40 LPA	520-539
144	Waghmare Sneha Sagar	Averon Software & services	3.5 LPA	540-542
145	Wakale Pradumn Kisan	State Street HCL Services	2.40 LPA	543-545
146	Wankhede Rutuja Suryakant	DS Solutions Lab Private Ltd.	6.00 LPA	546-548
147	Yadav Prakash Rajkiran	Mphasis	2.5 LPA	549-562
148	Zade Vaishnavi Manojrao	Neeyamo enterprises solution pvt.ltd.	181587	563-564
150	Yadav Prasad Narayan	Crave InfoTech	4 LPA to 5 LPA	565-572
150	Zanzane Durga Jaywant	JobsCruze Resume Builder Portal	15000/m	573-574
151	Zende Rajas Abhijeet	Samarth Industrial services pvt. Ltd	3 LPA	575-577
152	Vaibhav Bhagawat Misal	Equitas Solutions	4. 5 LPA	578-581
153	Ashish Rambhau Musale	Atos	3 .80 LPA	582-583
154	Ranjitsinh Balasaheb malave	Teamlease Services Ltd.	5.6 Lpa	584-586
155	Suyog Popat Chaudhari	Teamlease Services Ltd.	5.6 LPA	587-588
156	Ashutosh Lalaso Wable	Kotak mahindra Bank	3.5 LPA	589-593
157	Aglawe Trupti Gopalkrushna	eClerx Services	3 LPA	594-601

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158	Gaikwad Ajinkya Ramchandra	Ciel Services	3 Lpa	602-604
159	Bonde Akash Gajanan	AVAS	3 LPA	605-606
160	Hande Bhakti Rajendra	Bluestone Jewellery&Lifestyle Pvt	3 Lpa	607-608
161	Kadam Datta Ramesh	Bajaj Allianz Life Insurance.	3 to 3.5 LPA	609-611
162	Kamble Prachi Sanjay	eClerx Services	3 LPA	612-619
163	Mulkalwar Aditya Raju	AVAS	3 LPA	620-621
164	Nalhe Parag Sanjay	Bluestone Jewellery&Lifestyle Pvt	3 LPA	622-623
165	Rajguru Rohit Kailas	Ciel Services	3 LPA	624-626
166	Rasal Viraj Vijay	Bajaj Allianz Life Insurance.	3 to 3.5 LPA	627-629
167	Suryawanshi Pooja Santoshkumar	Queez Corp pvt.ltd	3 LPA	630-637
168	Shakshi Shruti	Testbook Edu Solution Pvt.Ltd	3 LPA	638
169	Patil Dipti Jaydip	Infosys	2.5 LPA	639
170	Patil Abhishek Manohar	IDFC Bank	3 LPA	640-641
171	Bade Shubhangi Sunil	Anuroop Vivah Pvt. Ltd	1.8 LPA	642
172	Jadhav Harshal Gulab	Accenture Pvt. Ltd	4 LPA	643
173	Khare Kunal Deepak	EFC Ltd.	3 LPA	644-646
174	Waghmare Suvarna Pandurang	Sinhgad sprindale School Ambegaon	2 LPA	647
175	Patil Kalpita Bharat	Vodafone Idea Limited	3 Lpa	648-649
176	Aswar Tejas Vishnu	Ceasefire Industries Pvt.Ltd	6 LPA	650
177	Auti Rohit Sampat	HDFC Bank	3 Lpa	651-655
178	Bahirat Ishwar Ashok	Ciel Services	3 to 4 Lpa	656-658
179	Battul Ruchita Shriniwas	Bajaj Allianz Life Insurance.	3 LPA	659-661
180	Bele Mansi Arvind	Metro Services	2.6 LPA	662-665
181	Bhingare Somesh Maruti	Ciel Services	3 to 4 Lpa	666-668
182	Chaudhari Minal Prakash	Bajaj Allianz Life Insurance.	3 LPA	669-671
183	Dhumal Rucha Dnyanoba	Ceasefire Industries Pvt.Ltd	6 LPA	672
184	Kale Trunali Ganesh	Ceasefire Industries Pvt.Ltd	6 LPA	673
185	Dongarjal Monal Dilipsing	HDFC Bank	3 LPA	674-678
186	Ingole Manoj Siddheshwar	Equitas Small Finance Bank	3.50 LPA	679-682
187	Kamble Karan Jalindar	State Street HCL Services	2.5 LPA	683-684
188	Chaudhari Gunjan Vijay	Business	Business	685
189	Galande Omkar Satish	Business		686-687
190	Kunke Sachin Kumar	Business		688-690



APPOINTMENT LETTER

31 March, 2021

Dear **Jui Mohanrao Agarkar**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Pune**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 88000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

4. Leaves:

You shall be entitled to reasonable periods of leave as per company policy (to be taken by agreement with the Company) with full pay. Entitlement & accumulation of the leave will be as per company policy.

5. Term:

Employment period shall commence on **31 March, 2021** and you will be on probation for a period of six months from the date of your joining the company. During this time, your appointment is terminable by one month's notice by either party or one month's salary in lieu thereof:

1. You will be deemed to continue on probation until you are confirmed, and the confirmation is communicated to you in writing. After confirmation, your appointment is terminable by two months' notice by either party or two months' salary in lieu thereof. Wipro reserves the right to pay or recover salary in lieu of notice period. Further, the Company may, at its discretion relieve you from such date as it may Deem fit even prior to the expiry of the notice period given by you. However, if the management desires you to continue the employment during the notice period, you shall do so.
2. During the term of employment, your performance and suitability for the roles will be continuously monitored and evaluated. Given the nature of your role, which is dependent on customer requirement, you would have to clear assessments prescribed by Wipro from time to time. In the event you fail to meet the prescribed measurement criteria as defined for your Process/Function or there is no suitable role available for you based on company requirement, the company reserves the right to terminate your employment in accordance with the bench policy. If you remain absent from work without authorization or reasonable explanation for more than seven consecutive working days, it will be presumed that you are no longer interested in working for Wipro and have voluntarily abandoned your services. In such a case, your employment with Wipro will stand terminated. In the event of termination of employee's services arising out of integrity, misconduct & disciplinary proceedings, no notice will be required from the company's side. In such case, you will not be entitled to any statutory compensation

6. Retirement:

You will automatically retire on attaining the age of 58 years. You may be retired earlier if found medically unfit.



Dear Ms. Simran,

It was a great meeting with you and discussing our company's position as "Executive Account Assistant" in India E Hub Services Pvt Ltd . We are pleased to let you know that we intend to hire you for this position, with a starting date of 21st August 2023. The salary and benefits will be given below:-

Your monthly salary is Rs. 21,000/- (Twenty One Thousand Only). This Salary is including your Bonus.

While joining the company you are required to submit the following documents:

1. Duly completed and signed Employment form with the latest Photograph
2. (2) Stamp size and (2) passport size photographs
3. Copy of birth certificate
4. Copy of Graduation Certificate / Mark sheet
5. Duly acknowledged copy of offer letter
6. Resignation letter / Resignation acceptance letter, Relieving Letter and Pay slip of the previous company if employed
7. Copy of Pan Card & Aadhar Card
8. Address proof (Passport / Driving Licence / MSEB bill / Ration card)



9. Certificate Of Police Verification

Please respond to me via email or phone about your acceptance, meanwhile for any query contact 9049163000

We hope to receive a favourable response from you and to welcome you to our staff, very soon.

Regards,

Shweta Kirdat

HR & Admin

MITTAL BROTHERS PVT LTD

1st Floor, Dealing Chambers,

Beside Sai Service Station,

Pulachiwadi, Deccan Gymkhana,

Pune 411 004.

Tel 020 -2553 1474 /1655/ 2553 5050

Fax No. 020-25512666

Cell 07278797474



Letter Of Intent - State Street HCL

1 message

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: ketanakotkarka@gmail.com <ketanakotkarka@gmail.com>

Thu, 29 Dec 2022 at 1:01 pm

LETTER of INTENT

Date – 29 December 2022

Pune

Dear Akotkar Ketan Pralhad,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

::DISCLAIMER::

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07-May-2023

[Ref: HRGCO/ARGMP-23]

Rohit Sambhaji Anandkar

Sinhgad college staff quarters ambegaon Bk 411046,
Ambegaon BK,
Ambegaon BK - 411046
MAHARASHTRA

Dear **Rohit Sambhaji Anandkar**,

Congratulations!

We are pleased to inform you that based on the interviews conducted, you are selected for the position of **"Management Trainee"** in our organization.

You are expected to report at our Head Office, Tirupati on **12-Jul-2023**. We will further intimate you if there is change in the date of joining with us.

You will undergo training in our organization for a period of twelve (12) months.

During the period of training, you will be eligible for a total Stipend CTC of **4,00,093** per annum (**Four Lakhs Ninety Three**).

The detailed break up and description of the components of the above stipendiary package will be handed over to you with your letter of appointment on your joining our organization.

You are required to submit the following at the time of joining;

- Copies of all certificates along with originals relating to your educational qualifications and proof of date of birth which are required for verification.

Your selection as a Trainee in our Organization is on the premise that you will pass all the final academic exams and will get qualified as required. Accordingly, you will have to produce the certificates of pass to the Organization within a stipulated period which will be announced by the Organization, taking into consideration the time required for the academic exam results to be announced. In the event of failure to produce the certificates within the stipulated period, your training will automatically cease with the Organization

- Three passport size and two stamp size photographs.

[Rohit Sambhaji Anandkar]

07-May-2023

[Ref: HRGCO/ARGMP-23]

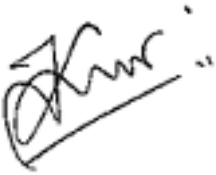
We request you to keep in touch with Mr. Hari Prasad. T, Assistant Manager - HR at navaprathibha@amararaja.com for further correspondence and process of your joining our organization.

This appointment is valid subject to your medical fitness.

Please sign and return the duplicate copy of this offer as a token of your acceptance of this offer.

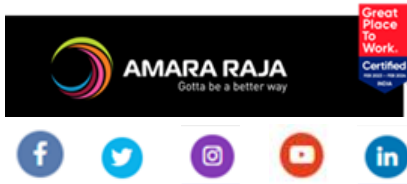
Looking forward to a long lasting and mutually rewarding relationship with you.

Welcome to Amara Raja Family!

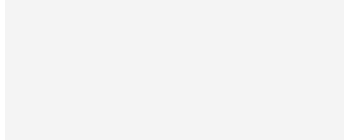


Sekar. J

Associate Vice President - HR



I accept the terms and conditions of this offer letter.



[Rohit Sambhaji Anandkar]

Date: _____

In case of any clarifications on offer, please feel free to contact:

Mr. Hari Prasad. T

Assistant Manager - HR

Ph #: 0877-2265000 Extn No: 7392 | M#: 99490 35482

Note: All the components mentioned in the offer will be administered as per the terms & conditions detailed in the respective policy/scheme.

Mr. Vicky Anand
Sinhgad Institute Of Management
Pune

01-03-2023

SBIL-Gene-11636

Offer Letter: Senior Associate

Dear Vicky Anand,

1. We congratulate you on your selection for the position of **Senior Associate** with our organization.
2. You will be on probation for one year. During this period, you will initially undergo structured class-room training. This will be followed by your initial posting in a specific role and location.
3. Your remuneration will be Rs.3,00,000/- (Rupees Three Lakhs only) p.a. on Cost to the Company (CTC) basis. The details of the compensation are given at Annexure 1.
4. This offer of employment is subject to your fulfilling the following conditions:
 - ✓ Qualifying Post Graduate Degree / Diploma Program on the day of joining OR Clearing PG Degree/ Diploma in first attempt if the results are awaited. You will have to submit final Degree/ Diploma mark sheets within 15 days of declaration of the results at university / institute concerned, failing which this offer automatically stands withdrawn.
 - ✓ Submitting, in original, certificates of academic qualifications, age and other testimonials;
5. During the probation period, your performance will be assessed continually. On satisfactory completion of probation, your services in the Company will be confirmed.

6. Please arrange to return the duplicate copy of this letter, duly signed by you, in token of acceptance of the offer. Please also forward photocopies of your proof of age, educational certificates, other testimonials and 3 color passport sized photographs, along with the acceptance letter.

7. For clarifications, please feel free to contact Harshada Deorukhkar at 022-66283162 or e-mail at hr_mum@sbilife.co.in

8. In case of your resignation or termination from the services of SBI Life Insurance Co. Ltd for any reasons whatsoever, the admissibility or otherwise of payment of variable pay / incentive and the quantum of such incentive to be paid shall be at the sole discretion of the Management and no correspondence shall be entertained in this regard.

9. The normal age of superannuation shall be 60 years.

Yours faithfully,

Madhura Banerjee
Vice President - HR

I, Vicky Anand, accept the above offer as Senior Associate in SBI Life Insurance Company Limited.

Signature:

Date:



Salary Sheet	
Name	Vicky Anand
Designation	Senior Associate

Salary Component	Amt per month (Rs)	Amt per annum (Rs)	Remarks
Basic Salary	10,000	1,20,000	40% of Fixed Compensation
House Rent Allowance	5,000	60,000	50% of Basic Salary
Special Allowance	8,319	99,831	
Total Monthly Salary (A)	23,319	2,79,831	
Retiral Benefits			
PF	1,200	14,400	Company's contribution to PF @ 12% of Basic Salary
Gratuity	481	5,769	You will be entitled to gratuity as per the Payment of Gratuity Act, 1972 after completion of five years of service with the Company.
Total Retiral (B)	1,681	20,169	
Fixed Compensation (A+B)	25,000	300,000	

In addition you are eligible for:

1. Medclaim Coverage for spouse and up to two children to a ceiling of Rs 5 lakhs. Dependant parents may be added on a voluntary basis at an additional payout on prorata basis.
(In case of Maternity Coverage the claim is covered up to Rs 50,000/-)

2. Group Life Insurance coverage of Rs 20 lakh.

Please note that remuneration is a contract entirely between you and the Company and should therefore be treated as strictly confidential.



Apne liye. Apno ke liye.

MEDICAL FITNESS DECLARATION

In pursuance of the offer of employment made to me by SBI Life Insurance, I, Vicky Anand declare that;

- 1) To the best of my knowledge, I am medically fit to accept the offer of employment extended to me and fully understand that in the event of my being found medically unfit to discharge the responsibilities assigned to me, the company shall have the right to terminate my services forthwith.

- 2) I suffer / have suffered from (tick whichever is applicable):

Hypertension

☐

Pulmonary Disease

☐

Tuberculosis

☐

Cancer

☐

Rheumatic Joint Diseases or symptoms

☐

Asthma

☐

Mental Stress

☐

Others (Please specify)



and agree to undergo the medical examination as decided by the company to satisfy itself of my medical fitness. The company's decision in this regard shall be final and binding. This is, however, without prejudice to the right of the company to terminate my services in future should I be found medically unfit to discharge the responsibilities assigned to me.

(Signature of the candidate)

Date:

Place:



Strategic Partner:  dpd group

RFH/EXP/8845/20-21

Date: Jan 03, 2023

OFFER LETTER

Mr .Atharva,
Shaila 48 Mahalaxmi Nagar Laketown Road,
Na,
Pune-411037

Dear Mr .Atharva,

With reference to your application and the subsequent interview you had with us, we wish to offer you the post of **Officer Channel Mgmt , Channel Management** at our **Pune, Pune**. Your reporting relationship and place of posting might change from time to time as per business requirements.

Your compensation will be as per our discussion and mutually agreed upon, the details of which will be mentioned in your Appointment Letter, which will be issued to you, once you join.

As agreed, you are required to join us on or before JAN 05 2023. This offer will remain valid for a period of 7 days from date, by which time you will have to send us scanned copy of your accepted Resignation letter from your Company. In case, we do not receive the same, this offer shall stand withdrawn.

You are required to submit the following documents at the time of joining:

- Photocopy of experience certificates (if applicable).
- Proof of date of birth.
- Photocopies of certificates and mark-sheets of educational/professional qualifications.
- Proof of Residence
- Copy of Aadhaar Card
- Copy of Pan Card
- Cancelled Bank Cheque for the purpose of Salary
- Relieving letter (if applicable).
- Originals of the above for verification and return
- Four passport size photographs

Please note that we will be conducting background checks on the information provided post receipt of the resignation acceptance letter, and continuation of your employment would be subject to successful verification of the information provided. By accepting this offer, you provide your consent / authorization to use your information for the purpose of background checks.

Please send us the acceptance of this offer by accepting the offer in the HRMS portal acceptance window, the details of which are shared in the email

We look forward to have you as an active member of our DTDC Family.

With Best Wishes, **DTDC Express Limited**

This is a computer-generated letter and does not require any signature

Corporate Office:

Office No. 508-511, Sacred World, South Block, 5th Floor, Above
Macdonald, Vitthal Rao Shivarkar Road, Wanowrie, Pune - 411040
Email: enquiry@cian.co, cianhealthcare@yahoo.co.in
Web: www.cian.co

Registered Office:

Milkat No. 16431, Block No. 1 from South Side, C.S. No. 227/10 3B,
Harpale Park, Opp. Berger Paint, Phursungi, Tal. Haveli, Dist. Pune - 412 308,
(Maharashtra) INDIA. Tele-Fax: +91-20-26982792

Factory:

Kh. No.: 248, Village Sisona, Bhagwanpur, Roorkee, Haridwar,
Pin - 247 661. Uttarakhand, Tel.: 1332 235352

CIN: L24233PN2003PLC017563

Offer Letter

Dec 07, 2022

Ms. Pragati Babar

Sub: Offer Letter for the Post of Trainee - Finance.

Dear Pragati,

We are pleased to offer you employment at **CIAN Healthcare Limited**. We Feel that your skills and background will be valuable assets to our team:

As per our discussion, your position will be **Trainee -Finance**, your starting date would be on or before **14th December 2022**.

The all-inclusive payable to you will be **Rupees Three lakh Twenty Three Thousand and Fifty Eight Rupees only (INR- 3,23,058 /-)** per annum. Please go through detailed breakup under Annexure-I.

At the time of Joining, you have to signed agreement with company bond term of 1 year.

You are advised to submit following documents and carry original documents for verification at the time of joining:

1. Two passport size photographs.
2. Photocopies of ALL the Educational qualifications.
3. Photocopy of PAN card.
4. Photocopy of Aadhaar card
5. Age Proof - Date of Birth
6. Permanent Address Proof

Kindly send the acknowledge of this offer letter.

CIAN welcomes you onboard and are looking forward to working with you.

For Cian Healthcare Ltd.



Pragati. Satish Babar.

Annexure-I

Salary Heads	Amount/Month	Amount/Annum
Basic+DA	15,000	180,000
HRA	5,200	62,400
Conv Allow	5,000	60,000
Other Allowance	-	-
(A) Gross Pay	25,200	302,400
PF Employee 12%		-
PT	200	2,500
ESI 0.75%		-
(B) Deduction	200	2,500
(A) - (B) Net Payment in Hand	25,000	299,900
(+) PF Employer 13%		-
mobile	400	4800
Insurance	600	7,200
Gratuity (4.81% of basic)	722	8,658
CTC/Month/Annum	26,922	323,058

Babbar

Pragati Satish Babar.



Aerial Telecom Solutions Pvt. Ltd.

Date – 7 June 2023

Dhiraj Ashokrao Badhiye

S/O Sh. Ashok Gulabrao Badhiye, Shivaji Colony, At PO Pulgaon, Ward No 3, Tehsil Deoli
Wardha, Pulgaon Camp, Wardha, Maharashtra-442303

Letter of Intent

Dear Dhiraj,

Congratulations.....!!

Aerial Telecom Solutions Pvt. Ltd. is pleased to bring you on board.

We hereby make you an offer as **SAP SD Consultant**, at a fixed CTC of Rs. **4,50,000/- (Rupees Four lakhs and fifty thousand Only)** per annum.

Your Work Location will be **Tamil Nadu** and client will be "Accenture".

Your onboarding shall be applicable subject to clearance of **Background verification**.

Your initial place of posting will be **Tamil Nadu**.

While this LOI is being made from Aerial Telecom Solutions Pvt. Ltd., management reserves the right to utilize your services in any of our group companies, location, existing or which may come into existence in future, located anywhere in India.

This offer of appointment is subject to:

- The information provided by you in your Biodata and interviews being correct and valid.
- You are found medically fit as per company norms.
- No involvement in any illegal activities.

This offer is valid from the date of your joining which is not later than **15-June-2023**. We request your confirmation of acceptance of this offer by returning us a signed copy of this letter.

AERIAL TELECOM SOLUTIONS PRIVATE LIMITED

Address

E93, Industrial Area, Phase-VIII,
Mohall, Punjab-160071

Contact Number

0172-4001361

Website

www.aerialtelecom.in

CIN Number

U74900PB2010PTC047536





Aerial Telecom Solutions Pvt. Ltd.

The management in its sole discretion may terminate your appointment by giving a notice of 30days; likewise, You will be free to resign from the services of the company by giving 30 days notice or payment in lieu thereof. The F&F settlement will be done within 60 days from the date of relieving from services & with submission of no dues certificate.

Your appointment letter will be issued on your date of joining.

At the time of joining, please bring with you the following:

- Original and photocopies of all your Education and experience certificates.
- Copy of Aadhar Card, PAN Card, Voter Card & License.
- Relieving certificate from the last employer and Proof of your last salary.
- Four Passport size color photographs.
- Cancel Cheque / Copy of Bank Passbook for Salary account up dation.
- No dues certificate from previous organization.

We look forward to a mutually rewarding relationship. Best

Regards,

For Aerial Telecom Solutions Pvt. Ltd.

HR Head Acceptance

Name

Signature.....

Date.....

AERIAL TELECOM SOLUTIONS PRIVATE LIMITED

Address

E93, Industrial Area, Phase-VIII,
Mohali, Punjab-160071

Contact Number

0172 - 4001361

Website

www.aerialtelecom.in

CIN Number

U74900PB2010PTC047536





PRIVATE AND CONFIDENTIAL

Reference No. - 1384531402

Applicant ID - 5836480

12-Jul-2023

Ankit Badode

Dear Ankit,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme during the current academic year and submission of your certificate and mark sheet within 3 months of result announcement - which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked, which please take note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384531402

Applicant ID - 5836480

12-Jul-2023

Ankit Badode

Dear Ankit,

We are pleased to make you an offer of appointment as Deputy Manager (Band I) in ICICI Bank. You will be placed in Branch Banking Dept at MUMBAI-BHANDUP(W) LBS ROAD_BR.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- a) You shall be required to join the Bank on or before 19-Jul-2023.
- b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



: 2 :

Reference No. - 1384531402

Ankit Badode

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.
- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

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 Old Padra Road,
 Vadodara 390 007, India.



: 3 :

Reference No. - 1384531402

Ankit Badode

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.
- **Termination of Employment:** Your services with the Bank are liable to be terminated:
 - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
 - c) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc; and
 - d) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

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: 4:

Reference No. - 1384531402

Ankit Badode

- **General:**

- Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
- You will be bound by the Rules and Regulations of the Bank.
- You will keep us informed of any change in your residential address.
- Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Aditi Chaturvedi

ASSISTANT GENERAL MANAGER
 Digitally signed by Aditi Chaturvedi
 Date: 2023.07.12 21:15:28 +05:30
 Reason: Offer Letter
 Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
 Fax: (91-22) 2653 1122
 Website www.icicibank.com
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
 Near Chakli Circle,
 Old Padra Road,
 Vadodara 390 007, India.



: 5 :

Reference No. - 1384531402

Ankit Badode

Annexure:**Remuneration:**

- Your Base Salary will be Rs. 1,08,000/- (Rupees One Lakh Eight Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,58,100/- (Rupees One Lakh Fifty Eight Thousand One Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 54,000/- (Rupees Fifty Four Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 16,200/- (Rupees Sixteen Thousand Two Hundred only) per annum.

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 Old Padra Road,
 Vadodara 390 007, India.



:6:

Reference No. - 1384531402

Ankit Badode

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Digitally signed by Aditi Chaturvedi
 Date: 2023.07.12 21:15:29 +05:30
 Reason: Offer Letter
 Location: Mumbai

Signature of Applicant

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
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 Old Padra Road,
 Vadodara 390 007, India.



JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: <https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx>

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use “forgot password “option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

- 1) Self-attested copies of educational certificates and marksheets (Xth/XIIth/ Graduation/ Post graduation)
- 2) Work Experience Document
 - a. Resignation accepted letter from current organisation
 - b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
- 3) Passport size Photograph (against Red background)
- 4) Address proof (Passport/Voter id/Ration card)
- 5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
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Near Chakli Circle,
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Vadodara 390 007, India.



Remuneration Details

Name : Ankit Badode

Position: Deputy Manager (Band I)

Group: RETAIL BANKING GROUP

	Deputy Manager (Band I)	
	Monthly	Annual
Basic	9,000	1,08,000
HRA	4,500	54,000
Supplementary Allowance*	13,175	1,58,100
Superannuation Allowance **	1,350	16,200
Total	28,025	3,36,300
Retrials		
Retrials (PF, Gratuity) ***	2,550	30,600
Total Fixed CTC	30,575	3,66,900
Performance Linked Retention Pay #	6,250	75,000
Total CTC	36,825	4,41,900
* Supplementary allowance will include Conveyance / Travel allowance, Telephone reimbursement, LTA, Medical, Canteen and any other allowance		
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.		
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.		

Date : 12-Jul-2023

Digitally signed by Aditi Chaturvedi

Date: 2023.07.12 21:15:29 +05:30

Reason: Offer Letter

Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



GRIFFYN
ROBOTECH

31st August 2023

Mr. Yash Bargat,

INTERNSHIP OFFER LETTER

Griffyn Robotech is pleased to offer you an internship opportunity as a Team Intern. You will report to the office on the **11th of September 2023, Monday**

You will be paid a stipend of Ten Thousand per month. For this position, you will be required to assist and work along with all the platforms and technologies as per the project demand. Also note, that the Internship period would be 6 months depending upon the project requirement. Please review and sign to confirm your acceptance of the offer.

Sincerely,

Ameya Kandalkar
Director
Griffyn Robotech Pvt Ltd

I accept the above offer,

Signature & Date

31.08.23

CONFIDENTIAL

May 17, 2022

To,

Ashish Barge
26164707

Balaji hostel,
Near sinhgad institute,
Pune - 411041

LETTER OF APPOINTMENT

Dear **Ashish**,

We are pleased to offer you employment with Vodafone India Services Private Limited (the "Company") appointing you as **Assistant Manager**. Your employment with the Company will be effective from **May 17, 2022**. This position will place you in **Band I** of the Company.

1. Place of employment

Your place of work will be Business@Mantri, Tower B, 3rd Floor, Wing B, Nagar Road, Lohegaon, Pune – 411014. During your employment with the Company, depending upon business requirements, you may be transferred/ deputed to any operating office or location of the Company or any Group company which may come into existence in future, in India or Abroad; or you may be required to work from home which shall at all times be based out of the home address as per office records, unless otherwise approved by the company in writing. You are expected to keep your home address updated at all times in company records during the course of your employment and maintain reasonable infrastructure at home to perform your services effectively while you are working from home (details will be provided separately). You understand that the Company shall provide you with the necessary equipment, and IT assets as may be required to perform your services efficiently. You shall be responsible for any damage to the assets provided to you by the Company during and post termination of your employment and you agree to the same.

For adherence to the applicable regulation related to your employment and all other matters connected with the employment and to provide you any organizational support and assistance that you may require from time to time, your assigned office location be **Business@Mantri**. However, your services are transferable, and you may be assigned to any other department, function, location or to another company under the same management, whether existing or to be set up in future. In such cases, your employment will be governed by the terms and conditions of service applicable at the new undertaking.

2. Annual Compensation

Your Total Target Cash (TTC) is INR **900,000**. Below are details for your reference. Please refer to the Annexure for a detailed breakup of your TTC.

1. Total Fixed Pay – INR **857,143**. This includes your Basic Salary, Allowances namely House Rent Allowance, Management Allowance, Leave Travel Assistance any other allowance as applicable and Provident Fund.

Vodafone India Services Private Limited
Business@Mantri, Tower B, 3rd Floor,
Survey No.197, Hissa No. 2+4 to 7B,
Nagar Road, Lohegaon, Pune- 411014,

T (+91)020 71270001
www.vodafone.com

Confidentiality: C2 - Vodafone Internal

Registered Office: 201-206, Shiv Smriti, 2nd Floor, 49/A, Dr. Annie Besant Road, Above Corporation Bank, Worli, Mumbai – 400 018, Maharashtra.
Corporate Identity No. U64201GJ1999PTC059542

2. Target Incentive – INR **42,857**. You will be covered under the Global Short Term Incentive Plan of the Company which is a Performance-linked Plan.

Your Target Incentive is **5%** of your Total Fixed Pay per annum.

The actual incentive payout will be calculated based on the incentive framework published by the organization during the course of your employment and your continued employment with the Company on the date of payout.

3. Your compensation will be subject to the applicable tax rules and regulations.
4. You will be eligible for Gratuity as per the applicable Statute and other Benefits as per Company Policy. For details, please refer to the Annexure.
5. Target Incentive is inclusive of the interim bonus as payable under the statute.

3. Proof of Age, address, personal details & change in such particular

You will be required to produce satisfactory proof of age, address other personal details at the time of commencement of your employment.

Proof of age is accepted and recorded on the Company's registers, you will not be permitted to seek a change in the date of birth specified by you.

You are advised to keep the details updated at all time. In case of any emergency or otherwise the latest details shared will be treated as final and any communication sent by us at the available address provided by you shall be deemed to have been delivered to you.

4. Probationary period

Your employment is subject to a probation period of 6 Months from the date of joining the services of the Company. During this probation period, the Company shall evaluate your performance and you will be auto confirmed upon successful completion of the probation period.

Prior to confirmation of the probation period, the Company may terminate this engagement either by giving 30 days' prior written notice or payment in lieu thereof.

5. Performance Review

Your performance shall be reviewed periodically as may be decided from time to time. The continuity of your employment would depend on your sustained performance to the satisfaction of management.

6. Leave

You will be eligible for privilege leave, sick leave and casual leave, as set out as per Company's Policy.

7. Retirement

The retirement age in the Company is 58 years.

8. Notice Period

After confirmation, this contract of employments is terminable by serving 60 days' notice period. However, during probation your applicable notice period is 30 days. Serving notice period is mandatory. Any decision to waive notice period will be at the sole and absolute discretion of the Company, or any payout in terms amount of salary in lieu of such shortfall of notice period shall be based on prevailing Company policies.

In case, you do not serve the applicable notice period without formal notice period waiver approval from the Company, you shall be treated as having abandoned the services. The Company may, in such cases at its discretion, initiate such legal proceedings as is appropriate.

The Company reserves the unequivocal right to terminate this agreement at any time at its sole discretion by paying 60 days salary in lieu of notice. The Company will not have to furnish any reason or explanation for such decision. This contract should only be accepted on full and complete understanding and unconditional acceptance of this term and condition.

9. Termination of Employment by the Company without Notice

Your employment may be terminated immediately and no payment in lieu of notice will be payable to you, in the event your service is terminated for:

1. Any breach of terms and conditions mentioned in the appointment letter on your part;
2. Any act of fraud, theft, misconduct, disloyalty, moral turpitude committed by you;
3. Any declaration or information provided by you to the Company which proves to be false
4. Willful Suppression & concealing of any material information by you;
5. Any breach of Rules and Regulations of the Company as applicable / maybe applicable to you from time to time
6. Violation of Company's Code of Conduct
7. Negative background verification checks
8. In case of your absence for a continuous period of [5] days (including absence when leave, though applied for, is not granted, or when you overstay the period of sanctioned leave by [5] days), would be treated as abandonment of the services by you and can lead to appropriate action being initiated by the company as per the applicable process which may lead to termination.

10. Return of Information

On termination of this contract, you will immediately give up to the Company, all correspondence, specifications, intellectual property, formulae, books, documents, effects, market data, cost data, drawings or records, etc. belonging to the Company or relating to its business and shall not retain or make any copies of these items. You shall also return immediately on termination all the properties (viz. laptop, sim card, access card etc.) provided to you by the Company during your employment. The terms of termination are strictly confidential between you and the Company.

11. Responsibilities & Duties

Your work in the Company will be subject to the rules and regulations of the Company as laid down from time to time in relation to conduct, discipline; and other applicable laws, including Vodafone policies related to Code of Conduct, Prevention of Sexual Harassment at Work Place policy, Anti-bribery policy, Privacy Policy, Health, Safety and Wellbeing policy etc.

Any non-compliance to any of the Policies of the Company by you may result in appropriate action, which may include reprimand or even termination of your services. You will always be aware about the responsibilities and duties attached to your position and conduct yourself accordingly.

You may be assigned work hours as per business need or exigencies from time to time and you will be expected to deliver the same appropriately.

12. Exclusive Employment

Your position with the Company is a full time employment unless otherwise specified, and you are required to devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise), or work in an advisory capacity of be interested directly or indirectly (whether as a shareholder or a debenture holder) in any other trade or business, during your employment with the Company, without the prior written approval of the Company.

13. Confidentiality

The terms and conditions of service including your compensation are strictly confidential and should not be disclosed to or discussed with anyone.

"Confidential Information" shall mean any information owned by the Company (including its respective subcontractors, suppliers, customers, clients or other contacts), including, but not limited to any financial, trading, economic, internal operation, policy, regulation, agreement, corporate plan, strategy, organization, procedure, system, analysis, customer, employee, supplier, business or technical data, discoveries, ideas, concepts, know-how, techniques, designs, specifications, drawings, blueprints, tracings, diagrams, models, samples, flow charts, data computer programs, disks, diskettes, tapes and any other information (including personal data as defined by the 'GDPR' Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data - the "General Data Protection Regulation" or "GDPR" or any other applicable regulations), which is disclosed to You or to which You have access during Your employment relationship in written, oral, magnetic or electronic format or in/on any other tangible or intangible format or support, whether or not they are explicitly marked as "business/confidential/secret information".

1. The Company is involved in the control, processing and transfer of highly confidential and secured data and information. In connection to this activity, You agree that in order to discover the security risks, to enforce the security requirements, to avoid the injury of, the loss of and the unauthorized access to the data, to avoid and to prevent the unauthorized access to the information systems, Company shall be entitled to continuously observe and monitor the data stored, processed and controlled in the information system and also the communication, potentially including the content of the communication.
2. You will maintain secrecy and will not disclose to any third persons, any of the trade secrets or other confidential information of the Company or its affiliated companies, including but not limited to, proprietary technical data, specifications and methods of manufacture. You will take all appropriate measures necessary to keep such trade secrets and confidential information from being disclosed to, or received by third parties. Such trade secrets, proprietary technical data, specifications and methods of manufacture shall, at all times, remain the property of the company.

3. You will not reproduce, store in a retrieval system or transmit in any form or by any means – electronic, mechanical, photocopying, recording, scanning or otherwise-any copyrighted material or document, which is property of the Company – for your own benefit or for the benefit of any third party, either during the course of your employment or after your separation.
4. You will treat all Confidential Information as confidential and protect it from unauthorized disclosure or access. You understand and accept, that any unauthorized access to or disclosure of Business Information may result in irreparable injury to the Company.
5. You will be privy to personal information or data available in the Company systems, platforms, portals, etc. and that making copy/copies, filming, writing down, downloading or storing of Confidential Information or personal data will be a breach of obligations of your employment. You will ensure not to copy, write down, download, store, film, etc. the Confidential Information or personal data in any format, including but not limited to, physical or virtual mediums. You will be solely responsible for abiding by the Company's privacy guidelines and/or applicable policies.
6. Any breach of the obligations specified hereunder, either during the employment term or following the separation thereof, shall be considered by the Company as a material breach, which would serve as a ground for the Company to terminate your employment with extraordinary notice and/or claim for damages against you.

14. Intellectual Property

You agree to disclose and assign any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of the Company. Any rights to inventions that arise out of your activities hereunder, (or if ownership rights cannot be transferred under applicable law, any exploitation rights relating thereto) shall be transferred to the Company in accordance with applicable law. You shall, as and when requested by the Company (at Company's cost and expense), assist the Company in perfecting the Intellectual Property Rights in any manner the Company deems fit.

15. Knowledge Transfer

During the course of your employment, you may be required to travel for Company sponsored training or any knowledge transfer program. The company will bear all expenses pertaining to such training on knowledge transfer or special skill program as applicable as per the Company travel policy then in place. In case you decide to leave the company before completion of terms as per travel, undertaking the Company will be entitled to recover any amount equivalent to the cost of training undergone by you, which shall be in the nature of liquidated damages. The cost of such training will be the sum of the Boarding charges, daily allowances and lodging expenses as incurred by the Company.

16. Non-solicitation

During the term of your employment, and for a period of ONE (1) YEAR after separation, you agree not to solicit any employee or independent contractor of the Company on behalf of any other business enterprise, nor shall you induce any employee or independent contractor associated with the Company to terminate or breach an employment, contractual or other relationship with the Company.

Ashish Barge

Letter of Appointment Dated May 17, 2022

_VOIS**17. Miscellaneous**

- a. Your employment shall be governed by the rules and regulations decided by the Management from time to time, some of which are contained in the Code of Conduct of the Company.
- b. Please note that while joining the services of the Company and during course of your employment with the Company, you would be required to notify the Company immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice/prosecution with/by any Police Station or by any statutory authority. Any act in breach of this term shall entail initiation of appropriate action as deemed fit by the Company.
- c. Delay or omission in exercise of any right or remedy shall not impair such right or remedy or be constructed as a waiver.
- d. It is hereby agreed that in the event any Central or State laws or statutes come into force at any time which affect any aspect of the terms and conditions of your service, the same shall be assumed to be incorporated to your terms and conditions of employment by reference. The Courts of Pune (Maharashtra) shall have exclusive jurisdiction to settle any dispute arising out of or in connection with this employment.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

We look forward to welcome you in Vodafone India Services Private Limited!

Yours faithfully,

For Vodafone India Services Private Limited



Tejas Gokhale

Head of HR – _VOIS India Centre

Disclaimer: "This document and embedded signatures transmitted with it are confidential and intended solely for the use of the individual to whom they are addressed. The signatory disclaims any unauthorised use of this document carried out without prior written consent."

ACKNOWLEDGEMENT & ACCEPTANCE

I acknowledge, the terms, obligation and attachments contained herein, and without demur accept the same.

SIGNATURE: *Ashish Pradip Barge*  Digitally signed by Ashish Pradip Barge

Date: 2022-05-27 13:32:53+05:30

NAME: Ashish Barge

Email : ashishbarga199@gmail.com

* Some roles required 'Address verification' and 'Criminal Record' verification also. Based on your role, you will be informed regarding these verifications by the recruiter.

Vodafone India Services Private Limited
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Corporate Identity No. U64201GJ1999PTC059542

Parenting Benefits at Vodafone India Services Private Limited

At Vodafone India Services Private Limited, we care for our employees and support them to manage all the roles in their life, Our Policies and benefits enable people to be at their best at all stages of life. Parenthood is one of the most important phase of life and we understand your needs at this point of time.

Parenting benefits at Vodafone enables our people to;

1. Provide care to women colleagues during this new and critical phase of life
2. Facilitates smooth come back from Maternity and support transition during work
3. Support colleagues during planning of Adoption/ Surrogacy
4. Enable male colleagues to take care of their spouse and the new baby

Maternity leaves

We understand the new role in the life of our women colleagues and support them with Maternity leaves

5. 26 weeks' full paid leave to female employees
6. In an unfortunate event of a miscarriage, leave for a period of six weeks immediately following the date of miscarriage

Adoption/ Surrogacy leave

7. 16 weeks' full paid leave for those eligible for adoption/ surrogacy leave

Return to work post maternity leave

8. 'Part time working' arrangement to help women employees returning to work post Maternity Leave. This will also apply in case of Surrogacy/ Adoption leave.
9. Women colleagues can opt to work 30 hours in a week with full pay benefits for a maximum of 14 consecutive weeks
10. Employees can avail part time working benefits within 12 months from date of delivery/adoption

Paternity leave

We understands the role of both the parents during child birth/adoption. Our Parenting Leave Policy supports all non-birthing colleagues to their new journey. Under this policy, non-birthing partners who become parents due to birth or adoption will be eligible for parenting leave up to 16 weeks with full pay. They can avail these leaves within 18 months of baby's birth/official date of adoption. These can be taken all in one block or a maximum of 4 blocks, with minimum of 2 weeks in a block of leaves. Upon completion of leaves, a phased return to work will be applicable for 6 months.

Creche Facility

VISPL has identified crèche facility for the children of all our employees. This enable our people to focus on work and ensure the kids' well-being and safety at same time.

Annexure : Compensation Details - Total Target Cash (TTC)		
Name	Ashish Pradip Barge	
Designation	Assistant Manager	
Band	I	
	Monthly Amount (in INR)	Annual Amount (in INR)
Component (A)		
Basic Salary	26,250	315,000
House Rent Allowance (HRA)	13,125	157,500
Leave Travel Allowance (LTA)	3,500	42,000
Flexible Allowance ¹	25,404	304,843
Component (B) - Retirals ²		
Provident Fund (Company Contribution)	3,150	37,800
Total Fixed Pay (A+B)	71,429	857,143
Component (C) - Target Incentive ³		
Target Incentive is @ 5% of Fixed Pay	3,571	42,857
Total Target Cash ⁴ (Fixed Pay + Incentive)	75,000	900,000
House Rent Allowance (HRA) – 50% of Basic salary.		
Leave Travel Allowance (LTA) – As per slab. You can plan your privilege leave and choose to avail Tax exemption for Domestic Travel with family, wherein, 'family' includes your spouse, children and wholly or mainly dependent parents, brothers and sisters.		
Flexible Allowance Components ⁵		
Component	Guideline for Contribution	
National Pension Scheme	Upto 10% of Basic Salary	
Meal Reimbursement (Per Annum)	4 Options - Zero; 12,000; 19,200; 26,400	
Management Allowance	Balancing Factor	
Car Lease Allowance (Applicable as per Band)	As per band entitlement	
1. Flexible Allowance is a basket of allowances which allows an employee to optimize taxable income by opting for above allowance(s) as per guidelines		
2. Retirals includes Provident Fund @ 12% of PF Wages which is company contribution, an equivalent amount is deducted from employee's payroll as employee contribution towards Provident Fund.		
3. Target Incentive is inclusive of the interim bonus as payable under the statue. Incentive Pay-out will be subject to the incentive plan and framework as applicable to your role		
4. Total Target Cash: In Vodafone Group terminology, Total Target Cash (TTC) refers to 'Annual CTC'. This is the total cash including Fixed Pay and Target Incentive. Fixed pay includes Retiral Benefit		
5. The contribution for each flexible component is subject to change as per Policy/Guidelines		
Gratuity: To be paid as per applicable statute. This is in addition to the mentioned Annual TTC and does not form part of the monthly fixed payment.		
Taxation:		
All payments are subject to taxation as per the Income Tax Rules. The Company will ensure compliance to the tax rules and apply any amendments to the Income Tax rules when processing the payroll of the employees. The applicable tax as per Income tax rules will also apply to the Joining bonus and notice period reimbursement (if any)		

Vodafone India Services Private Limited, Business@Mantri, Tower B, 3rd Floor, Survey No.197, Hissa No. 2+4 to 7B, Nagar Road, Lohegaon, Pune- 411014, T (+91)020 71270001, www.vodafone.com

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Annexure 2 – Monthly/ Annual Benefits:

	Monthly/ Annual Benefits	Entitlements for Band H
Medical Benefits	Group Personal Accident Insurance (GPA)	A policy designed to provide protection to employees against accidents leading to disablement during the course of employment. This protects employees and provides financial support in case of any injury / loss of work time due to accidents. You will be covered under Group Personal Accident Insurance Policy. In case of any accidents leading to permanent / partial/ full disability during the course of employment you will receive INR 40,00,000 as per terms & condition of the policy.
	Group Term Life Insurance (GTLI)	A comprehensive policy designed to provide life insurance protection to employees during employment with Vodafone. You will be covered under Group Term Life Insurance for protection against natural as well as accidental death as per policy terms. In case of any unfortunate demise, the beneficiary is entitled for INR 40,00,000
	Medical - Hospitalisation expenses	You will be covered in a family floater under Group Mediclaim Insurance policy for Self & Dependents (Spouse + 2 Children) with total sum insured of 6 Lakhs . Co-pay on claims to be applicable as per the medical plan. The premium for this cover is borne by the organization. You may also opt for Medical Insurance for dependant Parents or Parents in law as per the company policy by paying a nominal premium amount . Co-pay on claims to be applicable as per the medical plan
Communication Benefits	Vodafone Smartphone Program	You will be entitled to get a 'Smart Phone Allowance' of INR 11,000 every 2 years (The amount mentioned is the gross amount and will be subject to income tax). The amount is recoverable in case of exit within 2 years from date of joining/disbursement
	Official SIM Card	A 'SIM card' will be provided with Vodafone mobile connection to be used for official purposes. The bill will be cleared by the Company upto an approved amount.
	Data connectivity allowance	There will be a monthly 'Data connectivity allowance' of INR 800 per month which will be paid as part of your payroll. This allowance is provided to enable you to connect your official laptop/ mobile phone for official purposes and ease of remote working as required.
Work-Life Support	Leave entitlement as per policy	You will be entitled to below type of leaves: Privilege leave (annual leave) of 22 days Sick leave - 7 Days Casual leave - 7 Days In addition, there will be 11 calendar holidays . Maternity & Parenting leave applicable as per Company's Policy
** The benefits are subject to change as part of periodic review. The latest benefits will be applicable as per the revision by organization		

	Monthly/ Annual Benefits	Entitlements for Band I & J
Medical Benefits	Group Personal Accident Insurance (GPA)	A policy designed to provide protection to employees against accidents leading to disablement during the course of employment. This protects employees and provides financial support in case of any injury / loss of work time due to accidents. You will be covered under Group Personal Accident Insurance Policy. In case of any accidents leading to permanent / partial/ full disability during the course of employment you will receive INR 25,00,000 as per terms & condition of the policy.
	Group Term Life Insurance (GTLI)	A comprehensive policy designed to provide life insurance protection to employees during employment with Vodafone. You will be covered under Group Term Life Insurance for protection against natural as well as accidental death as per policy terms. In case of any unfortunate demise, the beneficiary is entitled for INR 25,00,000
	Medical - Hospitalisation expenses	You will be covered in a family floater under Group Mediclaim Insurance policy for Self & Dependents (Spouse + 2 Children) with total sum insured of 6 Lakhs . Co-pay on claims to be applicable as per the medical plan. The premium for this cover is borne by the organization. You may also opt for Medical Insurance for dependant Parents or Parents in law as per the company policy by paying a nominal premium amount . Co-pay on claims to be applicable as per the medical plan
Communication Benefits	Vodafone Smartphone Program	You will be entitled to get a 'Smart Phone Allowance' of INR 11,000 every 2 years (The amount mentioned is the gross amount and will be subject to income tax). The amount is recoverable in case of exit within 2 years from date of joining/disbursement
	Official SIM Card	A 'SIM card' will be provided with Vodafone mobile connection to be used for official purposes. The bill will be cleared by the Company upto an approved amount.
	Data connectivity allowance	There will be a monthly 'Data connectivity allowance' of INR 800 per month which will be paid as part of your payroll. This allowance is provided to enable you to connect your official laptop/ mobile phone for official purposes and ease of remote working as required.
Work-Life Support	Leave entitlement as per policy	You will be entitled to below type of leaves: Privilege leave (annual leave) of 22 days Sick leave - 7 Days Casual leave - 7 Days In addition, there will be 11 calendar holidays . Maternity & Parenting leave applicable as per Company's Policy
** The benefits are subject to change as part of periodic review. The latest benefits will be applicable as per the revision by organization		

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Flex Pay: Do It Yourself

Dear Colleague,

Vodafone India Services Private Limited empowers its employees to optimize their salary and create tax saving opportunities in line with Local tax rules. You can choose components of your salary from the flexible allowance basket to cater for different lifestyles and life stages.

To help you understand components, below are the details of various choices one can avail:

1. **National Pension Scheme (NPS):** You can choose to invest in Voluntary Pension Scheme to create your corpus towards retirement. Contribution routed through the employer up to 10% of Basic Salary is eligible for tax benefits. We have collaborated with HDFC Bank to provide NPS for Vodafone employees.
2. **Meal Reimbursement:** We have collaborated with Paytm to provide non-transferable meal vouchers (Paytm Food Wallet) capped at INR 26,400 per annum with 100% Tax exemption. You can register your personal number to avail this benefit.
3. **Management Allowance:** It is the balancing component of your salary.
4. Additionally, you can also opt for **Voluntary Provident Fund** wherein you can choose to contribute a sum as per statutory rate, over and above the Employee Provident Fund contribution of 12% towards Social Security. There is **no matching contribution** by the employer.

Please note: Tax exemption on all above choices will be in accordance with the prevalent Income Tax Act / Rules.

Human Resources

Vodafone India Services Private Limited



Non-compliance to Absolute Rules may lead to termination of employment.

The future is exciting.
Ready?





Director CPC Placement <directorcpc.placement@sinhgad.edu>

List of SMI Students - FinDestination

26 July 2023 at 13:59

Meenal FinDestination <meenal@findestination.com>
To: Director CPC Placement <directorcpc.placement@sinhgad.edu>

Dear Sir,

We have selected students as per interview conducted at our Pune HO on 08/07/2023.

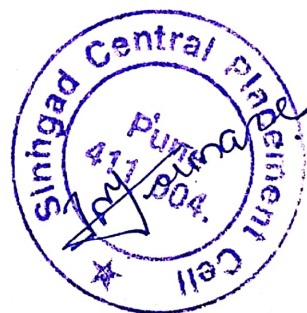
Below is the list of students with Joining date of 21st Aug 2023:

- Sanket Jyotiram Mavale
- Aniket Vishwanath Warhade
- Suraj Shankar Khatal
- Gopalsingh Ajabsingh Bavaskar

Below is the list of students with Joining date 10th Jul 2023 and have joined the organisation:

- Abhay Kisan Waikar
- Aditya Anil Bokade
- Madhuri Anant Mane
- Vikas Ashok Palve

Regards,
Meenal Bhardwaj
[Quoted text hidden]



Principal Global Services Pvt. Ltd.,
 (A Member Company of Principal Financial Group, USA)
 Tower 16, Cybercity, Magarpatta City,
 Hadapsar, Pune - 411013, India
 Tel.: +91 020 6621 4000
<http://www.principal.com>



August 1, 2023

Omkar Bellam
 Sadguru Residency, Raje chowk, Ambegoan Pathar
 near Rajeshkrishahu Vidyamandir
 Pune, MH 411043

Dear Omkar,

We are pleased to extend you an offer to join Principal Global Services Private Limited ("Company"), a Principal Financial Group Company. The Principal Financial Group is a fortune 500 Company and we are glad you will be contributing to our on going success. We have a great deal of challenging work ahead and each of the leaders you have interacted with recognizes your ability to contribute to our endeavors.

Following are the terms of the offer:

Appointment

You shall be designated as Trainee Analyst of the Company. In this role, you shall be based at our Pune facility and if required you, may be asked to provide services to any of its associated companies within or outside India. Your appointment is subject to successfully completion of current degree, awarded in the current academic year without any standing backlogs, accuracy of your testimonials and information provided by you, you are being free from any contractual restrictions preventing you from accepting the offer and starting work from the aforesaid date and positive reference check of the antecedents provided by you. This appointment letter is valid upon joining the Company on or before August 22, 2023 after which it shall stand revoked. Following are the details of your employment.

1. Remuneration

Designation	Trainee - Analyst
Title	Trainee - Process Specialist
Tier	T01
Total CTC (cost to company)	₹350,000.00/ANNUAL

Your Fixed Compensation will be ₹318,182.00 In addition, you will also be eligible for a qualifying discretionary target variable pay of ₹31,818.00 for the period January to December on pro-rata basis.

Registered Office: Tower 16, Cybercity, Magarpatta City, Hadapsar, Pune - 411013, India
 CIN: U64120PN2005PTC129516

Principal Global Services Pvt. Ltd.,
 (A Member Company of Principal Financial Group, USA)
 Tower 16, Cybercity, Magarpatta City,
 Hadapsar, Pune - 411013, India
 Tel.: +91 020 6621 4000
<http://www.principal.com>



This variable pay is based on Individual performance. You should be on the rolls of the Company on the date of disbursement of the variable pay. Details of the scheme, including how awards are determined, would be provided to you after joining. Performance pay could range from 0 to 150% of the target amount.

1. Your fixed salary will not be further grossed up for taxes and employer's contribution to Provident Fund, Gratuity, Professional tax, ESI contribution etc.
2. PGS follows calendar year i.e. January to December for purpose of performance assessment. Your performance will be assessed for one year from your date of joining. You will be eligible for salary revision from the date, you are completing one year from date of joining basis your performance. Your salary structure can be changed as per the company's pay structure anytime during the year at the discretion of the management.
3. Considering changing tax laws, the Company reserves the right to restructure the components of your salary in manner that your gross salary is protected.

2. Probation:

You would be on probation cum training period of twelve months from the date of joining. On satisfactory completion of twelve months' probation, trainee will be deemed confirmed in the company, however Company has right to extend the probation period in case of unsatisfactory performance with intimation to the trainee.

3. Policy and Benefits

You will be covered under company benefit programs. The information about the benefits is available on company intranet.

All company policies and programs are uploaded on company intranet, you are required to read and adhere to it.

4. Hours of Work:

1. Principal Global Services practices a 45 hour work week across 5 working days.
2. You would accrue 18 Paid Leaves, 8 Casual Leaves and 10 Festive holidays (including 4 days of National holidays) in a year on pro-rata basis as per your date of joining the company. In order to support 24 x 7 operations model you may be required to work on a statutory holiday, for which, you would be allowed a holiday, in lieu along with other benefits as per Company policy.
3. Your actual work hours and shift may vary from time to time based on business and
4. Customer service requirements. You will be advised about your working hours, break period and weekly rest days by your supervisor, leader or HR department.

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5. You may be required to invest additional hours of work when necessitated by business.

5. Code of Conduct:

1. You shall at all the times, maintain exemplary conduct and decorum. You shall uphold honesty and integrity in all your actions.
2. In order to generate 'mutual respect', you should respect all individual irrespective of their caste, age, sex, level etc.
3. You shall honor and comply with all rules and regulations of the Company and statutory requirements, in letter and spirit.
4. You shall maintain utmost secrecy with regard to confidential and proprietary information relating to the Company. This information includes and is not limited to trade secrets, technical processes, and finances, information relating to suppliers, employees, agents, distributors and customers.
5. You shall not, during your employment or at any time there after, directly or indirectly divulge, disclose, make known, communicate use, disclose to any persons, firm, company or concerns Company's secret, proprietary and/or confidential or any other information which you may acquire receive or obtain in relation to the Company's affairs or to the working of any process or any invention which is carried on or used by the Company or any other matter which may come to your knowledge in the course of or by the reason of your employment with the Company except for the sole benefit of the Company. Provided that, in the event and to the extent it is required by law, you shall, prior to disclosing the same to the appropriate authorities, give the company sufficient days prior notice of the same to the extent possible. This restriction does not apply to information available in public domain.
6. You shall not take copies of confidential documents or information for your own purposes, and forthwith upon termination, you shall return to the Company all documents, records and accounts in any form (including electronic, mechanical, photographic and optic recording) relating to matters concerning the business or dealings or affairs of the Company.
7. You shall maintain utmost confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone other than your Manager and appropriate HR personnel. Failing to which strict action can be taken by the company.
8. You shall not engage in any business as principal/ agent or otherwise. Meaning thereby, you will not indulge into dual employment while employed with the Company.

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You may however, undertake honorary work of social or charitable nature, literacy, artistic, or scientific character after express written permission from competent authority of the Company.

9. Your employment with the Company may be terminated at any time without cause upon giving you 90 days notice or 90 days gross salary in lieu thereof. This provision will not apply in cases of termination for cause (as determined by the Company), death or long-term disability, or during your probationary period.
10. You will promptly return to the Company upon termination of employment all documents and other materials developed for or otherwise belonging to the Company or its associates and all copies and materials shall remain the exclusive property of PGS.
11. You will be bound by code of conduct and all other rules, regulations policies and orders issued by the Company from time to time as if these et al, were part of this contract of appointment.
12. You understand that a breach of the Code of conduct can put the Company at substantial risk and every employee is accountable for his own behavior. Failure to follow the Code will result in appropriate disciplinary action, up to and including termination of employment or relationship with the Company.

6. Arbitration and Jurisdiction

Company or an employee shall use best efforts to settle amicably all disputes arising between them out of or about this agreement.

If any dispute, difference, question or disagreement arising, at any time before or after completion or premature termination of services, cannot be settled amicably within thirty (30) days the same shall be decided by the arbitrator to be mutually appointed by Company and an employee.

The arbitration proceeding under this clause will be in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and any statutory modifications or re-enactment in lieu thereof. The venue of the arbitration shall be Pune and cost of the arbitration will be half borne equally by Company and an employee.

Subject to other terms of this agreement including other appendices, and all matters relating to this shall be governed by, and interpreted and construed exclusively in accordance with the Indian Law and the courts of Pune shall have exclusive jurisdiction over all matters, disputes which may arise about this or otherwise arising out of this agreement.

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7. Termination of Employment:

For initial three (3) months either the Company or an employee may at any time terminate the employment agreement by giving thirty (30) days' notice or if acceptable to the BU Head, a sum equal to the amount or prorated amount of gross salary which would have accrued to the employee during the period of notice. Post completion of three (3) months either the Company or an employee may at any time terminate the employment agreement by giving ninety (90) days' notice or if acceptable to the BU Head, a sum equal to the amount or prorated amount of gross salary which would have accrued to the employee during the period of notice. You shall retire from the employment of the Company on your 60th birthday.

Your employment with the Company may be terminated at any time without cause upon giving you notice as per your employment agreement or compensating for said period by gross salary in lieu thereof. This provision will not apply in cases of termination for cause (as determined by the Company), death or long term disability, or during your probationary period.

We welcome you and wish you every success in your career with Principal Global Services Private Limited, a promising venture that will provide you a challenging and a rewarding professional environment with ample opportunities for career development. We look forward to your long association with Principal Global Services.

You are requested to join us on or before August 22, 2023. Please do not hesitate to connect with us for any clarifications.

Yours Sincerely,

Principal Global Services Private Limited.

Manish Tripathi

Associate Director - Talent Acquisition

I accept the offer on stipulated terms & conditions and shall
 join duty on or before _____

(DD/MM/YYYY)

Name _____

Signature _____

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Annexure: A

Name: Omkar Bellam

Business Unit: SBD Claims

Designation: Trainee - Analyst

Title: Trainee - Process Specialist

Tier: T01

Annual Compensation

Total CTC (CTC + Variable Pay)	₹350,000.00/ANNUAL
Cost to Company (CTC)	₹318,182.00
Variable Pay	₹31,818.00

Components	Option 1 INR/Annum	Option 2 INR/Annum
Basic Salary	2,56,000	2,56,000
HRA	19,148	28,268
Flex Basket	0	0
Employer Contribution to PF	30,720	21,600
Gratuity	12,314	12,314
Cost to company (CTC)	3,18,182	3,18,182
Variable Pay	31,818	31,818
Total CTC (CTC + Variable Pay)	3,50,000	3,50,000

Please note that this offer is valid for seven days from the date of receipt. You will need to formally accept the offer within this time on our job portal.

Once you accept the offer, the background verification check link will be sent to your personal email id along with log in credential. You must fill up the necessary information and upload required documents on the background verification portal.

* You will have a choice to go for either minimum provident fund or standard (12% of basic) contribution.

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Note:

1. Gratuity is payable on separation after completion of continuous service of period 2 years as per the Company's Gratuity Scheme and Payment of Gratuity Act.
2. Gross Salary definition: Sum of Basic Salary, HRA and Flexible benefit.
3. All applicable taxes would be deducted at source.
4. Employee and his/her dependents will be covered as per company policy under Group Medclaim Insurance (Dependents – Spouse, 2 children and parents/Parents in law)
5. Free pick up and drop facility.

On the day of joining you are requested to carry along the originals and copies of following document.

HR will verify self-attested copies and return the original to you.

1. Copy of your relieving letter from your most recent employer.
2. Copy of experience letter from all your previous employers, if any.
3. Documentation supporting your Educational Qualification (Graduation onwards).
4. Proof of CTC (Copy of offer letter or increment letter of the previous employer).
5. Photocopy of your passport, PAN card and Aadhar card.
6. Three color copies of recent photographs.
7. Proof of current residential address.
8. Blood Group Report.

For Principal Global Services Pvt. Ltd.

Manish Tripathi
Associate Director - Talent Acquisition

I agree to terms and conditions

Signature _____

Name _____

Date(DD/MM/YYYY) _____

Confidential

Registered Office: Tower 16, Cybercity, Magarpatta City, Hadapsar, Pune - 411013, India
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Note:

Following salary components are available under Flex basket. Employee needs to elect the option based on his/her personal preference to claim tax exemption. Maximum limits of the flex components mentioned below which can be opted while declaring the flex on payroll site.

Sr. No.	Particular	Max Limit (per year)
1	House Rent Allowance ('HRA')	40% of Basic
2	Leave Travel Assistance ('LTA')	10% of Basic
3	Telephone reimbursement	INR 24,000
4	Children Education Allowance	INR 2,400
5	Children Hostel Allowance	INR 7,200
6	Books and Periodicals Reimbursement	INR 10,000
7	Professional Pursuit Allowance	INR 25,000
8	Meal Coupon	INR 26,400
9	National Pension Scheme	Min INR 1,000 and Max 10% of Basic Salary
10	Voluntary Provident Fund	Maximum 88% of the Basic salary

PGS TRANSPORT GUIDELINES

1. Update your home address in HR database. Ensure geocode is marked correctly, else get in touch with transport helpdesk and get it rectified.
2. Employee will travel only on / by scheduled route / cab. Change of route / cab is not permitted.
3. Employees must be present at pickup point prior to scheduled pickup time. Cab would proceed after the waiting period of 3 minutes.
4. Swipe your card both during boarding and alighting from the cab. This is must.
5. Employees are not allowed to stop the cabs on the way, e.g.: at ATM centers, malls, medicals etc.
6. Pick-up and drop will be done as per employee residential address updated in HR database.
7. In case of change of address, pickup from new address would be provided after 24 hours of updating in HCM (Human Capital Management) System
8. Transport helpdesk (PGS Transport) will act as a single point of contact for attending employee grievances, regarding inadequate transport arrangements, cab problems & driver behavior.
9. No unauthorized personnel will be allowed to travel in the cab.
10. Smoking and consuming alcohol is not allowed in the cab.
11. Rostered employee not availing Company transport for two days consecutively without updating in app/URL, will not be rostered again for Company transport, until his/her vertical head sends an approval mail to resume transport.
12. If employee violates any Transport Policy, F&A team will inform concern Function Head through email & necessary action will be taken against such employee.
13. Female employee travelling between 21:00 hrs. to 7:00 hrs. will be provided security guard OR male employee will be clubbed in the cab.
14. All employees traveling on their own after 9.00 pm are requested to inform their leaders.
15. Incase employee wants a drop at hospital/ clinic etc. (especially in case of expecting female, emergencies) PGS Transport would require consent of respective leader.
16. To avail extended drop facility (20:30, 21:30, 23:45 hrs) employees will need to raise request through mobile app or URL and the cut off time for the same will be 90 minutes prior to drop time.

Download the app from the following location:

Android: <https://play.google.com/store/apps/details?id=in.mtap.iincube.safetrax.commuter>

IOS: <https://itunes.apple.com/us/app/safetrax-commuter/id1131270561?mt=8>

URL: pgs.safetrax.in

Transport Help Desk Contact No: 020-66206339 / 020-66205046 (Pune)

9823714179 (Hyd)

020-66235005 (Pune GSOC 24/7)



Gallagher

Insurance | Risk Management | Consulting

Date: 18 June 2018

Mr. / Ms. Mokksada Dillip Bhaalerao

Dear Mokksada,

We have pleasure in appointing you as *Process Associate*, in our organization. While you will be initially based at our *Pune Office*, the Company reserves the right to transfer your services or place you in any other capacity or location that it may decide from time to time.

1. Date of joining

Your appointment is effective from the date of joining which shall be as early as but not later than 18 June 2018.

2. Salary

Your gross compensation will be *Rs.2,17,705/- (Rupees Two Lakhs Seventeen Thousand Seven Hundred and Five Only)* per annum, on a *cost to company (CTC)* basis. The breakdown of the CTC will be as specified under various line items as set out in Schedule A. Statutory deductions such as Income Tax, Profession Tax, and Employee Provident Fund would be deducted in line with the prescriptions of the respective Acts. Your compensation is strictly confidential and may not be shared with anyone.

3. Salary review

Your salary will be reviewed annually (*January/July*) subsequent to successful completion of probation. Your increment in the grade is discretionary and will be subject to and on the basis of effective performance and results during the year.

4. Incentive

You can earn an incentive after three months from your date of joining; you can earn an incentive up to 4% of your Fixed emoluments, i.e. maximum of *Rs.7,885/- p.a.*, which is a part of your total emoluments as mentioned in the annexure and this shall be linked to your performance and shall be governed by the Company rules and policy.

5. Leave

You will be entitled to leave as per the rules as made applicable to your cadre from time to time. In the first three months from the Date of Joining, you are not eligible for any leave. Violation of leave policy can lead to termination as per Company Policy.

6. Retirement

The retirement age is 58 years.

7. Probation & Confirmation:

You will be on probation for 6 months from the date of commencement of your services. The Company may at its discretion, extend such probationary period subject to your performance. During the Probation Period, your services are terminable by *15/30/60 days'* notice by either party.

Mokksada

Gallagher Service Center LLP

Regd. Office.: 401 A,B,C,D,E,F and G, Delta #2, Gigaspac IT Park, Vimannagar, Pune - 411014, Maharashtra (INDIA) Tel : +91 20 6625 1700

Brigade Magnum, 1st Floor (Wing-A) & 2nd Floor, International Airport Road, Amruthahalli, Kodigehalli Gate, Hebbal, Bengaluru - 560 092, (INDIA)
Tel No.: +91 80 4034 3434 / 6191 6000

LLPIN: AAI - 5010 - ('Registered with Limited Liability')

(Formerly known as Gallagher Operations Support Services Private Limited (CIN: U72900PN2006PTC128475) up to February 07, 2017)



On completion of six months it will be an automatic movement to permanent roles, unless otherwise notified. On confirmation, your employment will be subject to termination on '30/60/90 days' notice by either party.

8. **Other Work**

Your position is a whole time employment with the Company and you shall devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part-time or otherwise) or work in an advisory capacity, or be interested directly or indirectly (except as share-holder or debenture holder) in any other trade or business during the employment with the Company, without permission in writing from a Director of the Company.

9. **Working hours**

You will be governed by the Company's rules on working hours. You may also be called upon to attend duties on your personal time if and when the exigencies of work so demand.

10. **Responsibilities**

You will always need to be aware of the responsibilities and duties attached to your position and conduct yourself accordingly. Your work in the Company will be subject to the rules and regulations of the Organization as promulgated and modified from time to time in relation to conduct, discipline and other conditions of service.

11. **Travel**

You will be required to undertake travel on the Company's work and your travel expenses will be reimbursed as per the travel policy and rules applicable to your level.

12. **Confidential information**

12.1 "Confidential information" shall mean and include, but not be limited to the Company's product schematics, drawings, software (object code & source code), data, database, product plans, designs, protocols, prices, finances, marketing plans, business opportunities, personnel related information, sales and customer information, business policies, practices and strategies, information received from other entities which the Company is obligated to keep confidential, and research and development results which have not been :

- previously published or disclosed to the general public;
- previously available without restrictions; and
- which information the Company desires to protect against unrestricted disclosure or use.

12.2 "Confidential information" will however, not include information that:

- is or enters the public domain through no fault of yours
- is known and has been reduced into tangible form by you prior to the time of disclosure
- is independently developed by you without access to or use of the proprietary information
- is generally made available to you by the Company without restriction on disclosure or
- is disclosed by you with the Company's written consent.

मेरी रसाला

Annexure

Emoluments A		
	Per Annum	Per Month
Basic		
House Rent Allowance	78846	6571
Prorata Statutory Bonus	39423	3285
Employer's Contribution to Provident Fund	10500	875
Special Allowance	9462	785
Fixed Emolument	58884	4907
Performance Based Incentive**	197115	16427
	7885	657
Emoluments Total (A)	205000	17084
Benefits B		
Employer's contribution to ESI	8914	
Gratuity***	3791	
Benefits Total (B)	12705	
Cost To Company (CTC): Total (A+B)	217705	
Deductions		
Employer's Contribution to Provident Fund		789
Employee's Contribution to Provident Fund		789
Employee's Contribution to ESI		274
Professional Tax		200
Net pay		14375

** Performance Based Incentive: A variable pay component is 4% of your fixed salary which is linked to your performance and payable monthly as per your performance rating

*** Gratuity: Amount is to be paid as per Payment of Gratuity Act, 1972.

In addition to above compensation:

- You will have the potential to earn overtime amount of Rs.1500/- (approx.) per month.
- You can earn incentive of Rs.4, 000/- upon clearing international domain certification.

This appointment letter is subject to the following:

1. Background verification Check (being clear)

Name: Mokksada Bhaaleya

Place: Pune

Signature: Mokksada

Date: 16/06/2018



SHUBHAM ▼

Job Offer Accepted



HR-Rec: /23-24/4984342

Date: December 22, 2023

Shubham

Plot No 13, S No 563/6a Mahabal Road, Nageshwar Coloony, JALGAON-425001, Maharashtra, INDIA

Sub -: Offer cum Appointment letter for the post of Bank Officer Branch Banking

Dear Shubham,

[Skip to main content.](#)

This is with reference to your application for the above mentioned position. As per our discussions with you; we are pleased to offer you, your appointment as **Bank Officer Branch Banking** at our **Hadapsar - Kharadi**. Your **Grade** shall be **A2** and HR designation would be **Senior Executive** in **Sales** Department. This offer of appointment is subject to the terms and conditions not limited to below mentioned terms but also include the Annexure(s) attached hereto and/or any form of communication or office orders, circulars, communicated or to be communicated to you:

- A. Your basic salary plus allowances in accordance with the Bank's rules that are in force for the time being and from time to time shall be as per the enclosed Annexure I. Please note that the Management reserves the right to restructure or change your compensation at any time at its sole discretion.
- B. Annexure II lists out the broad terms and conditions of service governing your employment with the Bank. These are subject to change from time to time. You will be expected to carefully read, and keep yourself abreast of, the policies of the Bank as announced or amended from time to time. These amendments would be binding on you, immediately on its publication.
- C. Upon successful fulfilment and satisfaction of all the terms and conditions mentioned in this offer cum appointment letter within **Three** days from the date of this letter, this conditional appointment shall become absolute. In case of your failure to fulfil any or all of these terms and conditions within the aforesaid period of **Three** days from the date of this letter, this offer cum appointment letter shall be automatically revoked and no claim and/or disputes shall be entertained.
- D. Your employment in the Bank is subject to satisfactory verification of your certificates, testimonials and personal particulars/ credentials. The Bank reserves the right to get a background check (including criminal history record search, education and employment; and personal details verification) conducted on you, which you explicitly agree to, whether done directly by us or through nominated third-party agencies. In the event that such verification or background check reveals any discrepancy in the statement(s) made in your application or in the bio-data with the Bank or in the declarations made by you in this agreement, your services are

liable to be terminated forthwith without any notice or compensation.

- E. This offer is valid subject to your **acknowledgement** & acceptance within "72 hours", sharing of resignation-submission copy from current employer within seven days and resignation acceptance copy from current employer within "2 weeks" of receiving this offer. Each one of these terms are interrelated and breach of anyone shall be considered as breach of all the terms and conditions, which will lead to revoking of the offer made and all the terms & conditions of this offer to be treated as null and void.

You will **Report to Mr. Sandeep Prabhakar Munde**. You are requested to report at the following address:

AU SMALL FINANCE BANK LIMITED.

5th Floor, Unit No.21,22,23,40,41, Kanika Zillion Junction Of Lbs Marg, Kurla(W), Mumbai, , , Mumbai, Maharashtra, IN-400070


This offer cum appointment is valid subject to your joining on or before **DOJ: December 28, 2023**. Please sign and return the duplicate of this letter to your recruiter partner in token of acceptance of the offer cum appointment letter. We look forward to work with you at AU SMALL FINANCE BANK LIMITED.

Yours faithfully,
For AU Small Finance Bank Limited



Authorized Signatory

Annexure I		
AU SMALL FINANCE BANK LIMITED		
SALARY BREAK-UP SHEET		
NAME	Shubham	
HR DESIGNATION	Senior Executive	
FUNCTIONAL DESIGNATION	Bank Officer Branch Banking	
GRADE	A2	
DATE OF JOINING	December 28, 2023	
BUSINESS UNIT	Branch Banking	
PRODUCT	Branch Banking	
DEPARTMENT	Sales	
JOB FAMILY	Sales - Branch Banking	
LOCATION	Hadapsar - Kharadi	
PARTICULARS	CTC Amount (Rs)	
SALARY COMPONENTS	Monthly	Annually
Basic	13,668.00	164,018.00
House Rent Allowance	6,834.00	82,009.00
Education Allowance	200.00	2,400.00
Leave Travel Allowance	1,139.00	13,668.00

Special Allowance		5,495.00	65,940.00
Statutory Bonus		0.00	0.00
TOTAL GROSS PAY (A1)		27,336.00	328,036.00
RETIRAL BENEFITS			
Employer PF Contribution	Minimum	1,950.00	23,400.00
Gratuity		657.00	7,884.00
TOTAL RETIRAL BENEFITS (A2)		2,607.00	31,284.00
INSURANCE BENEFITS			
Group Medclaim (GMC)		480.00	5,760.00
Group Personal Accident Insurance (GPA)		35.00	420.00
Group Term Life Insurance (GTLI)		375.00	4,501.00
TOTAL INSURANCE BENEFITS (A3)		890.00	10,681.00
TOTAL FIXED PAY (A1+A2+A3)		30,833.00	370,001.00
* PERFORMANCE LINKED PAY (A4)		To be decided by Management basis Performance	
BENEFITS DESCRIPTION			
Appraisal	You shall be eligible for performance appraisal and increment cycle as per company policy. The appraisal period will be from date of Joining to end of financial year and increment would be prorated accordingly. Employees joining from Jan to March will not be eligible for appraisal for that financial year.		
Targets	Performance Tenure Based. Cascaded from the Bank's overall goals and objectives.		
Performance Linked Pay	If any, would be given out at the end of the Performance Tenure basis Performance Ratings. Exception decisions & approval to be provided by Performance Oversight Committee.		
Group personal Accident Policy	Covered under GPA policy of sum assured as per Company Policy, effective from the date of endorsement in policy.		
Group Term Life Policy	Covered under GTLI policy of sum assured amount by the company, shall effective from the date of endorsement.		
Medicclaim Policy	You will be eligible for Medicclaim as per Company medicclaim policy.		
Conveyance	Conveyance expense will be reimbursed for official visits as per company policy.		
Mobile Limit	You shall be eligible for the mobile limit as per our company policy.		
NOTE			
Professional Tax as per rules shall be deducted			
For AU SMALL FINANCE BANK LIMITED			
			
Authorized Signatory			

Terms and Conditions of Appointment

1. Performance Linked Pay

The performance payment is calculated and paid by two methods; The first method is an annual amount dependent on the rating that one receives during the annual appraisals. The pay is calculated taking into account four factors: joining date of employee, Salary, grade, performance of the employee (i.e. the rating) and performance of the Bank (a Bank factor is decided every year depending on the performance of the Bank in the previous financial year). **The second method is monthly/quarterly/ any other frequency decided by the management time to time for Pay Calculation. Under this method Payout will be calculated on the basis of Performance Rating with Performance Scorecard being the pillar for evaluation and paid as per the deferral / holdback conditions highlighted in the policy. Exception under this method is subject to approval from the Performance Oversight Committee.**

You will be eligible for the performance linked payment only if all the performance related criteria are being met. A serving notice period / resigned / Inactive employee shall not be entitled for any Performance Linked Payments i.e. Annual bonus or any other frequency base performance linked pay.

2. Travel allowances

The employees undertaking travel on official business are entitled to certain travel allowances depending on their grade as per our travel policy. The details of these allowances are available with the Human Resources and Administration Department.

3. Provident Fund

You would be eligible to become a member of the Provident Fund Scheme as per terms and conditions governing such benefits, on your appointment. On becoming a member, you will contribute every month an amount as prescribed under the Provident Fund Rules, the Bank contributing a like amount.

4. Probation

You shall be on probation period as per the probation policy. You will be deemed to be confirmed after completion of probationary period if your work and conduct are found satisfactory. In case of non-performance or behavioral issues, your probation period may be extended on management discretion. You would be notified in writing in such condition.

The Management reserves the right and shall have the sole discretion either to extend the probationary period or to dispense with your services at any time during the probation period by a written notice applicable to your grade, if your performance or conduct does not come up to Bank's expectations. You can resign from the Bank's services during the probationary period by giving written notice for a period as applicable to your grade. After confirmation either party will be required to give notice period, as defined in policy, according to your grade, subject to the other terms and conditions more specifically mentioned in the separation policy and/or any other prevailing policy.

5. Remuneration

The agreed remuneration shall be paid to you through a transfer of funds to a Bank account which you will need to open. You shall be solely responsible for paying any taxes, direct or indirect, state or local, whether payable in India or elsewhere which may result from the remuneration including, if applicable, any shares issued under ESOP scheme being paid to you pursuant to your employment hereunder. The remuneration shall be paid monthly in arrears and net of any withholding taxes and other deductions (whether in respect of set-off, counterclaim, duties, taxes including service tax if applicable, charges, levies or otherwise). The Bank shall provide you with a certificate of tax deduction at source in respect of all amounts withheld from amounts payable to you.

It is agreed and understood that the remuneration payable by the Bank to you shall constitute full and adequate compensation for all employment and other services rendered by you to the Bank. You shall not be automatically entitled to receive from the Bank or its affiliates, any additional payments, commissions, bonuses or compensation for employment and other services rendered to the Bank. Payment if any of the above nature will be solely at Bank's discretion.

The Bank shall be entitled to deduct from the remuneration or compensation or any other amounts payable to you as per this appointment letter any and all amounts as may be owed by you to the Bank, including advances and loans.

6. Service subject to rules

Your services would be governed by the Bank policies, rules and regulations in force for the time being and from time to time. You agree to comply with all the Bank policies, rules and procedures as may be applicable

to the employees of the Bank from time to time.

During the period of your employment with the Bank, you shall not engage in any other profession, employment, occupation, consultancy or other business and shall endeavor your best to promote the Banks interests.

7. Transfer

Your place of posting shall be as indicated in the first page of this Contract of Employment and you agree to be transferred, to any of the Banks establishments, divisions and/or associates/affiliates situated in any part of India, in such capacity as the Bank may from time to time determine. In such a case, you shall be governed by the specific terms and conditions applicable to your new location.

8. Withholding of increments

The increments in your grade will not be automatic but will be subject to performance and as per our performance appraisal and merit increase guidelines applicable that year plus regular attendance and good conduct.

9. Termination

The Bank may terminate your employment with the Bank at any time due to just cause per bank policies, by providing prior written notice, subject to the other terms and conditions more specifically mentioned in the separation policy and/or any other prevailing policy of the Bank. Please note that all the policies are in addition to but not in derogation with each other.

You agree that, at the time you leave the employment of the Bank, you will deliver to the Bank (and will not keep in your possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, other documents or property, or reproductions of any aforementioned items developed by you pursuant to your employment with the Bank or otherwise belonging to the Bank, its affiliates, successors or assigns. You shall have no right of retention of the assets or documents of the Bank.

Please note any Joining Bonus /Sign on Committed Bonus, Onetime Expenses (e.g. Notice period buy out Or Relocation Reimbursement) paid to you has a lock-in period of 1 Year from your date of Joining and in case of your early exit prior to the completion of 1 year period. Bank shall have full right to recover all such amount(s) from you.

10. Notification to new employer

Upon termination of your employment with the Bank for any reason, whatsoever you hereby grant consent to notify to any of your subsequent employer(s).

11. Certificates and Testimonials

Certified copies of your certificates and testimonials, including the proof of your age, together with originals, may please be submitted for verification, to the Human Resources Department.

12. Change in Status

You should keep the Bank informed about any change in your address, educational qualifications and marital status.

13. Declaration under Companies Act

In accordance with provision of Companies Act, 2013, you are requested to make a declaration whether you are in any way related to or you have business connections with any of the Directors of the Bank.

14. Weekly Working

Your working week will be as per the practice followed in the establishment/department/section in which you are posted. The Bank shall not be required to pay any overtime wages to you for employment services performed outside working hours or on public holidays.

15. Leave

You will be entitled to paid leave in accordance with the leave policy of the Bank. The facilities, amenities and leave granted to employees in excess of the statutory requirements do not form part of the conditions of service and are subject to change at the discretion of the Management.

16. Public Holidays

The Public Holidays observed by the Bank are subject to adjustment or reduction from time to time.

17. Confidentiality

Maintaining confidentiality is a condition to your employment. During your employment, you will not store, possess, use or disclose confidential/ personal/ sensitive information or data (including those from any of your previous employment(s) with other organizations) in an unauthorized manner. You shall not bring any such information or data into the Bank. You will not, either during your employment with the Bank or after termination of such employment, divulge to anyone any information, secret, accounts or dealings relating to the Banks business, its affairs or its clients, service providers, sub-contractors or vendors, other than to the Directors of the Bank or their authorized representatives. During the period of your employment, you shall not, without the written authority of the Bank, publish any written articles or deliver any talk on any subject related to your profession or participate as a member of any organization connected with your profession. During the period of your employment, you shall not make any public statement, or author any book, report or writing, in relation to the business or affairs of the Bank. You shall also not make any statement in writing, verbal, audio/audio & visual on social media.

On discontinuation of your employment, you will return to the Bank, all papers and documents and all other property pertaining to the Bank or affairs of the Bank or its client or any of its associates or branches, which may be in your possession, and will not retain any copy or extract therefrom. In case of any breach of confidentiality caused by you, either during or after the termination of your employment with us, you will be personally liable to the Bank, our customers and third parties.

18. Inventions

All work product developed or invented by you in the course of performance of your employment with the Bank shall belong to the Bank. You hereby assign and agree to assign to the Bank all of its intellectual property rights (including moral rights) in and to any products developed, inventions, written materials, electronic data and other materials and documents created in the course of your employment with the Bank. You shall not retain any rights or interest in any property, materials, products, data or documents created in the course of your employment with the Bank.

Both during and after the termination of your employment with the Bank, you agree to execute without any compensation all such other deeds and documents and do all such acts as may be reasonably required by the Bank for further and better protecting the Bank's rights to all and any property, materials, products, data or documents created by you in the course of your employment with the Bank.

Both during and after the term of your employment with the Bank, you agree not to publish, directly or indirectly, except with the prior written consent of the Bank, any information in relation to any intellectual property, confidential information or trade secrets of the Bank.

19. Data Protection

For the purposes of the data protection by signing of this letter, you consent to the Bank and such other persons and entities designated by the Bank collecting, holding and processing personal data relating to you whether provided to the Bank or otherwise received by the Bank for all purposes, including, but not limited to: administering and maintaining personnel records; paying and reviewing salary and other remuneration and benefits; providing and administering benefits; undertaking performance appraisals and reviews; maintaining sickness and other absence records; taking decisions as to your fitness for work; providing references and information to future employers, and if necessary, governmental and quasigovernmental bodies for social security and other purposes; providing information to future purchasers of the Bank or of the business(es); surveillance where criminal activity is suspected; monitoring email/internet usage; transferring information about you to a country or territory outside India.

20. Non-Disparagement

At all times while dealing with the customers or prospective customers of the Bank you shall represent yourself as an employee of the Bank, and all agreements entered by you with them shall be for and on behalf of the Bank.

You shall not make any communication or engage in any conduct that is or can be reasonably be construed as disparaging of the Bank or their Officers, Directors, Employees, Agents, Shareholders Strategic business partners, products or services.

21. Remedies

In the event of a breach or a threatened breach the Bank shall in addition to any other remedies provided herein or otherwise available by law have the right and remedy to have covenants specifically enforced by any court having equity jurisdiction.

22. Agreement not to Solicit Employees, Suppliers and Customers

During the term of your employment with the Bank and thereafter, you shall not personally or through an agent, Bank or otherwise in any manner directly or indirectly induce or attempt to induce any supplier of the Bank or any of its affiliates to cease to supply or restrict or vary the terms of supply.

During the term of your employment with the Bank and thereafter, you shall not personally or through an

agent, Bank or otherwise in any manner directly or indirectly induce or attempt to induce any customer or client of the Bank or any of its affiliates to cease to procure such products and/ or services.

During the term of your employment and after termination of your employment with the Bank, you will not directly or indirectly solicit, recruit, induce or persuade any of the employees of the Bank or any of its affiliates to leave their employment or take away such employees, or attempt to solicit, induce, recruit, encourage to leave their employment or attempt to take away employees.

During the term of your employment, you shall follow the prohibitions as laid down under Foreign Corrupt Practices Act of 1977 (FCPA) and Indian Prevention of Corruption Act 1988 (PCA) and shall abide by the law and bribery provisions as stated in the Act.

As per the terms stated in the Act, the employee cannot directly or indirectly make, promise, offer or receive cash, gifts or "anything of value" in order to get, keep or provide business, to learn confidential information or to influence official action or inaction by a Government Official.

23. Prohibitions under FCPA and PCA

During the term of your employment, you shall follow the prohibitions as laid down under Foreign Corrupt Practices Act of 1977 (FCPA) and Indian Prevention of Corruption Act 1988 (PCA) and shall abide by the law and bribery provisions as stated in the Act.

As per the terms stated in the Act, the employee cannot directly or indirectly make, promise, offer or receive cash, gifts or anything of value in order to get, keep or provide business, to learn confidential information or to influence official action or inaction by a Government Official.

24. Arbitration, Governing Law and jurisdiction

1. In the event that the employee and Bank are unable to resolve any claim, dispute, default or differences arising out or in connection the terms of employment , whether during its subsistence or thereafter between the parties including any dispute or difference relating to the interpretation of the terms of this Appointment letter or any clause thereof, the dispute shall be referred to arbitration conducted by a sole Arbitrator appointed by the Bank at its sole discretion. The award of the Arbitrator shall be final and binding on the Parties. The Arbitration and Conciliation Act, 1996, or any statutory modification thereof, shall apply to the arbitration proceedings, which shall be held in Jaipur and conducted in the English language.

2. This appointment letter shall be governed and construed in accordance with the laws of India. It is agreed that any dispute of whatsoever nature between you and management will be subject to exclusive jurisdiction of courts of Jaipur (Rajasthan) whether they be civil courts, labor courts, industrial tribunals or any other courts or authority of whatsoever nature.

25. Force Majeure

Notwithstanding anything to the contrary herein contained, the Bank shall have the right to terminate this Offer letter prior to the date of your joining if either party is prevented from discharging its obligations hereunder due to any cause arising out of related to any Act of God or Act of State, war, riot, civil commotion, epidemic, pandemic terrorism or any order of any governmental or semi-governmental or local authority or similar cause ("force majeure events") beyond the control of Bank. Nothing contained in this clause shall not be deemed to be a breach of the terms stated in this offer letter. In the event of the continuance of a force majeure event beyond a period of 30 days, Bank shall be at liberty to terminate this Offer Letter.

26. Retirement

The last date of employment for a retiring employee at AU Small Finance Bank has to be the last working day of the month in which the employee completes 60 years of age.

"I hereby affirm that I shall comply with the Code of Conduct on Prohibition of Insider Trading Policy ("**Code**") of Bank and Securities and Exchange Board Of India (Prohibition Of Insider Trading) Regulations, 2015 ("**the Regulations**") including any amendment made therein from time to time. In case of having access to any Unpublished Price Sensitive Information ("**UPSI**") then I shall comply with the Code and shall ensure confidentiality of the UPSI received about AU SMALL FINANCE BANK LIMITED."

For AU Small Finance Bank Limited



AUTHORIZED SIGNATORY

Acknowledgement and Acceptance

I hereby accept this offer-cum-appointment letter on the above-mentioned terms and conditions and agree to abide by the rules & regulations of the Bank as are in force from time to time. The current issue of the rules has been read and understood by me before signing this letter.

Joining Date : _____

Candidate Name : _____

Candidate Signature : _____

Date of acceptance : _____

 **Download**

Dated 17 April 2023

To,

VAISHNAVI VILAS BHALKE
AT PO KINWAT TA KINWAT KINWAT NANDED MAHARASHTRA 431804

OFFER OF TRAINING

Dear VAISHNAVI VILAS BHALKE

With reference to your participation in our campus selection drive, we are pleased to offer/appoint you as **'Management Trainee'** on "MT-Grade" in **Credit Department** of the company, on a consolidated stipend of **₹25000/- (INR Twenty-Five Thousand Only)** per month subject to your joining on or before 25-04-2023 at our Pune. The office timings are 09:30AM to 06:30PM.

The terms and conditions governing your training are mentioned below:

- 1) That, based on our discussion and mutual consent on the terms and conditions related to your training and further provisional employment; you would require to sign this Offer-cum-Appointment Letter along-with 2 year's Indemnity Bond on joining.
- 2) That, during the training period you are required to undertake all duties and activities as assigned to you by your reporting superiors, head of the department or management.
- 3) That, during the training period and further provisional employment, you will not act in any manner, prejudicial to the interest of the company.
- 4) That, to provide you wide exposure during your training or considering the work exigencies during your provisional employment; on sole discretion of management, you shall always liable to be transferred from any section/department/office/ location to any other section/department/office/location of the company's establishments, divisions and/or associates/affiliates situated in any part of India. On your transfer, you will be governed by the Company's policies, rules, and regulations applicable to the establishment in which you are posted.
- 5) That, other than consolidate stipend you shall also be entitled for other benefits (if any) as applicable to your position/grade, please note that the company reserves the sole discretion to review/increase/decrease the benefits considering the forthcoming work requirements/business exigencies etc.
- 6) That, as per the company policy, you shall be entitled for one CUG connection and the use of it would be restricted to official purpose only; it would be your sole responsibility to prevent this from any misuse or its use in any illegal activity.
- 7) That, as per applicable laws/rules, your consolidated stipend/salary/income from company in any manner shall always be subject to the deduction of applicable taxes at source, such as Income Tax, Professional tax etc.
- 8) That, your grade elevation during training/employment will be purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 9) That, the lack of success at any stage of the training or lack of acceptance participation will be reason for removal from the position OR put you on the PIP "Performance Improvement Plan".
- 10) That, on successful completion of one year training period, your services may be confirmed in the Company on appropriate cadre/grade, purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 11) That, your provisional appointment is subject to:
 - a) That, your provisional appointment shall be subject to your medical report declaring you "Physically & Mentally Fit" from the company's panel of Doctor's, or any other medical practitioner duly authorized by the company. For this you will have to undergo for 'Medical Examination'.
 - b) That, your training and further provisional employment shall be subject to the successful completion of your graduation/post-graduation and submission of necessary documents (marksheets/degrees) to the concerned person at HR Department of the Company.
- 12) That, the Company reserves the sole discretion to suspend/terminate your training/services on grounds of misconduct or breach or violation of the terms and conditions of this letter/undertaking or violation of any rules, regulations or standing orders of the Company by giving you seven calendar days' notice or upon payment of stipend in lieu thereof.
- 13) That, it will be expected from you to maintain the highest order of discipline and secrecy as regards the work of the company and/or its subsidiaries or associate companies and in case of any breach of discipline/trust, your services may be terminated by the company with immediate effect.

AAVAS FINANCIERS LIMITED

(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company

CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,

Mansarovar Industrial Area, Jaipur - 302020 | **Tel: +91 141 661 8888**

E-Mail: info@avas.in, **Website:** www.avas.in

AAVAS

- 14) That, you will also be governed by the standard terms and conditions applicable on the trainees/employees of the company⁶¹ existing now and as may be amended from time to time.
- 15) That, this provisional appointment is being made based on the information furnished in your application for employment, subsequent interviews and documents submitted by you during the process; If, at any time during the process or in future, it comes to light that any of the information/document submitted by you is incorrect/false or forged or any relevant information has been withheld by you, then your employment shall liable to be terminated with immediate effect without giving any further notice or compensation
- 16) You will be elevated as Assistant Manager (grade-m3), based on gross performance towards work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.

If you are agreed to the aforesaid terms and conditions, please duly sign the copy of this letter as a token of your acceptance of the above terms and conditions of this appointment and return the same to us.

The AAVAS FINANCIERS LIMITED heartly welcomes you on board and wish you ALL THE VERY BEST for a bright and mutually rewarding association with us.

**Yours faithfully,
For & on behalf of the Aavas Financiers Limited**



**PRASHANT KUMAR PANDEY
HEAD TALENT ACQUISITION**

Acceptance

I hereby declare that I have thoroughly read and understood the terms and conditions of training mentioned herein this letter; and I do accept and undertake the same and shall be abide by the mentioned terms and conditions.

SIGNATURE-.....

DATE..... PLACE:



Offer: Computer Consultancy
Ref: TCSL/DT20206826493/Pune
Date: 10/01/2021

Mr. Sanket Ramdas Bhapkar
Sr No 215 Ashtavinayak Colony, Ganganagar, Fursungi Ashtavinayak Colony,
Fursungi,
Pune-412308,
Maharashtra
Tel# 91-9960207415

Dear Sanket Ramdas Bhapkar,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential
TCSL/DT20206826493

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Nayan Tiara, Ground Floor, S No 203/A/1/129, G15, 10th, Nagar Road, Yerwade, Pune 411 006 India

Tel: 91 20 6608 2117 Fax: 91 20 6608 2107 Website: www.tcs.com

Registered Office: Nandan Building, 9th Floor, Nandan Road, Mumbai 400 021

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

Monthly Performance Pay

Quarterly Variable Allowance

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

XPLORE/ LEARNING INCENTIVES

OTHER BENEFITS

Health Insurance Scheme

HIS offers the following benefits:

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Park, Ground Floor, S.No-103/A/1/79/11, 1st Floor, Sector-10, Gurgaon, Haryana (C) 2016

Tel: 01 20 6606 7771 or 01 20 66 06 7772 Fax: 01 20 66 06 7773 info@bbsi.com www.bbsi.com

Registered Office: Municipal Building, 905 Park Boulevard, Fort Lauderdale, FL 33304

ICS Centers Servicing 1-800-207-1111 United Nations

इति/मक

3



GROSS SALARY SHEET

Annexure 1

Name: Sanket Ramdas Bhapkar
 Designation: Assistant System Engineer Trainee
 Institute Name: Smt Kashubai Navale College Of Engineering

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	11,381	1,36,572
Bouquet Of Benefits *	6,466	77,592
2) Performance Pay**		
Monthly Performance Pay	1,232	14,784
Quarterly Variable Allowance***	250	3,000
3) City Allowance	790	9,480
4) Annual Components Retirals		
Health Insurance***	NA	0
Provident Fund	1,172	14,064
Gratuity	0	2,940
Total of Annual Components & Retirals	2,488	30,008
Retention Incentive	NA	0
TOTAL GROSS	21,415	2,60,264
Xplore/ Learning Incentive****		Upto 60,000

* Refer to Table 2 for TCSL defined Structure. In case you wish to opt for a structure other than the TCSL defined Structure as given in Table 2, it will be applicable.

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

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

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

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

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

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 TCSL/DT20206826493

TATA CONSULTANCY SERVICES
 Tata Consultancy Services Limited

Head Office: Ground Floor, 5th Floor, 10th Floor, TCS Building, Narayana Road, Chennai, Tamil Nadu 600 008 India.
 Tel: 91 20 6000 7777 Fax: 91 20 6000 7700 Website: www.tcs.com
 Registered Office: Mumbai Building, 10th Floor, Narayana Road, Mumbai 400 021
 TCS Careers Service Line: 1800 200 3111 Email: careers@tcs.com

Signature

13

Letter of Intent**28th September, 2021****Dear RUTVIK SIDDHNATH BHOKARE,**

Greetings from PersolKelly India!!

We are pleased to inform you that you have been selected and offered the position of Sales Executive-TW in PersolKelly India Pvt.Ltd. and will be deputed at our client place Baramati, Maharashtra on fixed term contract.

Your tentative DOJ will be : 29-Sep-21

Your Net Take Home salary would be INR 11127

Contract Period : 3 Months

Your detailed salary structure Annexure will reflect in your appointment letter which will be issued to you on your date of Joining.

Post your confirmation on the date of joining, which is 29-Sep-21 , you will be informed about your induction. Detail of documents required for Joining Formality is given below

Kindly note the below documents must be submitted on your date of Joining as a part of joining process and incase of any document not submitted with 15 days of your joining may lead to appropriate action by the organization.

- 1 - Personal Form Duly Signed by the Employees Own Handwriting.
- 2 - Resume
- 3 - Copy of ID Proof (Ration Card, Voter ID Card/ Passport Copy & Pan Card)
- 4 - Copy of Address Proof (Ration Card, Voter ID Card/ Passport Copy)
- 5 - Education Proof (10th to Highest)
- 6 - Aadhar Card
- 7 - Passport Size Photograph
- 8 - Post Card Size Family Photograph (2 Copies) for ESIC
- 9 - Previous Company Experience Letter & Resignation Letter/Resignation Acceptance.
- 10 - Cancelled Cheque / Bank Passbook.
- 11 - Salary Slip Last three Month of Previous Company

PERSOLKELLY India Pvt. Ltd. (Formerly known as Kelly Services India Pvt. Ltd.)

Unitech Cyber Park, Unit No 601, 602, 603,
Tower-C, 6th Floor, Sector-39,
Gurugram- 122002 India
T +91 124 472 6666
F +91 124 472 6699

CIN : U74910KA2001PTCO29517

Registered Office:
Sriram Samanthu Chambers, #3287,
12thMain, HAL 2nd Stage,
Indiranagar, Bengaluru - 560038
T +91 80 6708 1800

persolkelly.co.in

In case you fail to reply, this offer shall stand withdrawn after 48 hours.

Note: Your employment confirmation with us is a subject to BGV clearance and if your Background check is negative, this offer will stand nullified with immediate effect and the offer /employment shall stand automatically terminated with/ without any reference/ notice to the Employee with retrospective effect from the date of offer and the Employee shall be liable to make good all losses, expenses, damages caused to PersolKelly on account of such acts or omissions as mentioned herein

We wish you success and growth in your new environment. Please do not hesitate to call us, if you need any assistance.

Congratulations on your new appointment!

With all good wishes



Auth. Signatory

This is system generated Letter of Intent; hence signature is not required. (i) In case of any discrepancy to the above-mentioned Salary information or Terms of appointment, please do revert within 7 working days. In case we do not receive any Communication, we will consider your acceptance on the same (ii) PersolKelly India Private Limited and its hiring agencies do not charge any fees nor does it accept money from candidates for the purpose of recruitment. If you have received any such solicitation, please do not respond to it. Any candidate paying money to such illegal parties will be doing it at his / her own risk.

PERSOLKELLY India Pvt. Ltd. (Formerly known as Kelly Services India Pvt. Ltd.)

Unitech Cyber Park, Unit No 601, 602, 603,
Tower-C, 6th Floor, Sector-39,
Gurugram- 122002 India
T +91 124 472 6666
F +91 124 472 6699
CIN : U74910KA2001PTCO29517

Registered Office:
Sriram Samanthu Chambers, #3287,
12th Main, HAL 2nd Stage,
Indiranagar, Bengaluru - 560038
T +91 80 6708 1800

persolkelly.co.in

Date: 04 May 2023

Offer Letter

Ms. Rakhi Pundlik Bhongle

Address: D/O: Pundlik Bhongle,

Jagannath Baba Mandir,

Ravi Nagar Wani, Wani,

Yavatmal, Maharashtra- 445304.

Aadhar No. – 5855 2176 5710

Pan No. – DGYPB1424C

Dear Rakhi,

With reference to your application and interview you had with us. We are pleased to offer you the position of '**Talent Acquisition Officer**' with **ThinkQuotient Software Private Limited**. We are confident that you will find this offer both challenging and rewarding. The following points outline the terms and conditions:

Job Position: "**Talent Acquisition Officer**"

Start date: 08 May 2023

Salary: Rs. 20000/- Per month CTC.

Notice Period: 2 Months.

Probation Period: 3 Months.

Hours of work: 10 A.M. to 7 P.M, Monday to Saturday, 6 days a Week, Alternate Saturday Working, Sunday weekly off.

Annexure A:**Required List of Documents:**

1. PAN
2. AADHAR
3. Electricity Bill (Current Address)
4. Educational Documents: SSC/HSC/Graduation/Post Graduation (If)
5. Professional Documents: Previous Employment Offer/reliving/experience Letter/ 3 Month Salary Slips
6. Bank Passbook: Front Page
7. 2 Passport Size Photos

Annexure B:**Annual Cost to the Company:**

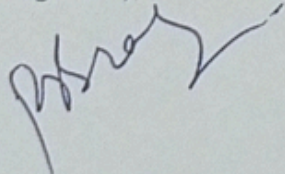
Full Name of the Employee	Rakhi Bhongle
CTC	20000
Gross Basic salary	10000
HRA	5000
Internet and Telephone Allowance	5000
Provident Fund	2400
ESIC	600
Total Deduction	3000
Net salary paid	17000

The terms and conditions of your service are subject to change from time to time by the Company. We welcome you to THINKQUOTIENT SOFTWARE PVT. LTD. and are confident that you will be a valuable member of the Company. We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding. We will cherish a long and meaningful association with you.

Yours faithfully,

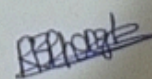
For THINKQUOTIENT SOFTWARE PVT.LTD.

Authorized Signatory,



Director

ThinkQuotient Software Pvt. Ltd.



**Jan 2024**

Office Address: Aspera Technologies Pvt Ltd, Office No 1
S No 50/15/1 Samarth Sankul Near Bank of Maharashtra,
Narhe, Pune, Maharashtra, India - 411041

+919923099239 • accounts@thegstco.com

Dear Prashali Bhosale,

Aspera Technologies Pvt Ltd is delighted to offer you the full-time position of Accountant with an anticipated start date of 6th Jan 2024.

You will report directly to Mr. Shrikant at Pune Office. Working hours are from 10 a.m to 6 p.m.

The starting salary for this position is Rs. 24,000 per month. Payment is on a 10th of every month basis by bank transfer.

Your employment with Aspera Technologies Pvt Ltd will be on an at-will basis, which means the company is free to terminate employment at any time, with or without cause or advance notice. This letter is not a contract indicating employment terms or duration.

Sincerely,

Parth Gada
Director

Candidate Printed Name: Prashali Bhosale

Date: 6th Jan 2024

March 25, 2022

HRD/1004070633/21-22

Mr. Vaibhav Birajdar
Nashikar Niwas Near Uday Ganesh Mandir
Azad Chowk
Latur-413512
India

Ph: +91-9527190637

Dear Vaibhav,

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

Here are the terms and conditions of our offer:

Definition

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

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

"Company" refers to Infosys Limited.

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

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

Joining

Your scheduled date of joining the employment of the Company will be **04-Apr-2022**.

Location

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

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

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

Sign :



name : Birajdar Vaibhav M.

Date : 30/05/2022

March 25, 2022

Mr. Vaibhav Birajdar
Nashikar Niwas Near Uday Ganesh Mandir
Azad Chowk
Latur-413512
India

Ph: +91-9527190637

Dear Vaibhav,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO

EVP and Head Human Resources - Infosys Limited

Signature Not Verified

Digitally signed by Richard Lobo
Date: 2022.03.25 14:57:24 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

Date: October 06, 2023

Gaurav Vijay Chaudhari
ashtavinayak
colony, muktainagar, Near new
post office, muktainagar -
425306, Maharashtra, India

Subject: Offer Letter

Dear Gaurav,

With reference to your application and the subsequent interview, we are pleased to offer you a promising career with us. Your appointment with HDFC Life Insurance Company Limited ("Company") will be subject to your agreement / acceptance of the terms and conditions as defined therein, else the letter shall automatically stand invalidated without any further obligation on the part of the Company. The details of the terms and conditions are as mentioned below:

Designation: SDM - Corporate Agency

Department: Bancassurance

Organizational Band / Grade: 1B

Location: Jalgaon - Patel Plaza

Validity of Offer: 15 days from date of issuance of this letter

Job Detail

Although your normal work will consist of the duties and business targets as assigned to you from time to time, which shall be achieved by you to the satisfaction of the Company; you may at any time be called upon to discharge any other duties which in the opinion of the Company are within capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care.

Compensation & other Benefits

1. Your annual emoluments will be INR **2,75,000/-** per annum on cost to company basis. The brief details of which are shown in Annexure 1. The Company will deduct taxes and other statutory dues as may be applicable from time to time from the remuneration payable to you.
2. Your Variable Pay for performance (VPP) is subject to your individual performance as well as Company's performance (as declared by the Company from time to time).
3. Based on your grade entitlement and as per the rules and policies determined by the Company from time to time, you will participate in:
 - a. The Provident Fund Scheme and other retirement schemes, if any. The statutory Provident Fund (PF) contribution by the Company and your contributions (or deductions from your payroll) would follow the prevailing PF rules at the time.

HDFC Life Insurance Company Limited

Corporate & Registered Office:

13th Floor, Lodha Excelus, Apollo Mills Compound,

N. M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

CIN: L65110MH2000PLC128245

+91 22 6751 6666

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- b. Medical Hospitalisation Scheme, as applicable
 - c. Group Term Insurance plan, as applicable
 - d. Gratuity: You will be entitled to gratuity as per 'Payment of Gratuity Act, 1972'. Please note that gratuity is payable only on completion of 5 years of service.
 - e. Your monthly pay would include the Bonus component, if applicable, in accordance with the Payment of Bonus Act, 1965. This applies to your emoluments as listed in Annexure 1. These will be in addition to any applicable sales incentives or variable pay for performance.
 - f. Employees State Insurance Corporation: You will be entitled to the benefits under Employees State Insurance Corporation Act, 1948 depending on your eligibility.
4. The Company in line with its business requirement or based on your performance, as applicable to you from time to time, reserves the right in its sole discretion to effect change in the compensation structure or its components.
 5. All matters pertaining to compensation on your joining or thereafter is to be maintained under strict confidentiality and not shared with any third party.

Probation Period

6. You will be on probation for a period of 6 months from the date of your joining the Company, which may be extended in case it is found necessary by the Company. You will continue to be on probation unless specifically confirmed in writing.

Your confirmation in the Company would be based on your performance, which would be evaluated at the end of 6 months from the date of your joining or at the end of extension period. While on probation, your services can be terminated at any time by either party, with written notice of 15 days without assigning any reason whatsoever. However, to mitigate organizational risks, if any, the Company's decision will be final and binding in this regard.

Transfer

7. Although you are initially appointed at our Jalgaon - Patel Plaza office, the Company may at its discretion transfer your services either temporarily or permanently to any other location or department of the Company or to any of its affiliates, subsidiaries, or any of their branches and you shall comply with all directions and instructions in that behalf. While on your transfer, you will be governed by the rules, regulations and conditions of service as applicable.

Leave

8. You will be eligible for leave as per the rules of the Company applicable from time to time.

Retirement

9. You will automatically retire on attaining the age of 58 years and no further notice whatsoever to you will be necessary in this regard. The last day of the month when you attain the age of 58 years would be considered as your relieving date.

Conflict of interest

HDFC Life Insurance Company Limited

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10. Whilst in the employment of the Company, you shall engage yourself exclusively in the work assigned to you by the Company and shall not take up any independent or individual assignments whether on part time or full time basis or in an advisory capacity either directly or indirectly.
11. On your joining and during the course of your employment with the Company, you will relinquish all your previous interest, if any, either as a licensed agent or distribution agency of any other form with any other company, institution, firm, individual either in the same line of business or otherwise.
12. You will always maintain utmost confidentiality and shall not either during your engagement with the Company or thereafter, divulge to any person whatsoever any records, documents, formulae, processes, methods ideas or any other information or communication whether written, visual or oral and whether or not marked as confidential, concerning the business and affairs of the Company or any of its dealings, transactions which come to your knowledge during the course of your employment, or use any of the same for your own benefit.
13. Whilst in employment of the Company, you shall at all times whether or not you have any financial interest or otherwise either directly or indirectly, keep the Company disclosed fully of any conflicting business interest of your immediate relatives, if any, associated with the Company either as employee, distribution agent or otherwise.
14. Any invention, improvement, or idea conceived by you in connection with your employment with the Company, shall become the Company's exclusive property. For the purpose of this section / point, the Company shall in addition to (HDFC Life Insurance Company Limited) mean and include any other firm, person or company subsidiary to or affiliated with the Company.
15. Unless specifically authorized by the proper authority within the Company, you will not engage or represent the Company, whether in person or by way of any written document and, in any manner.
16. During the course of your employment you will be required to abide by governing laws, applicable rules and regulations and maintain highest standard of personal conduct and integrity and comply with all policies and procedures of the Company. Any breach, deviation, disobedience of code of conduct / procedures / policies / laws / regulations including but not restricted to any acts of insubordination, negligence, corruption, fraud, forgery, misappropriation and unacceptable behaviour, which bring disrepute to the Company either within or outside the Company premises would warrant stern disciplinary action, including dismissal from services of the Company without notice or wages in lieu of notice.

Notice Period on confirmation

17. This engagement may be terminated by either party without providing any reason whatsoever by giving to the other, at any time, notice of 30 days in writing. In case of an ongoing internal investigation(s) / proceedings(s) against you, the Company has the right to extend your last working date, till the completion of said investigation(s) / proceeding(s).

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18. The decision of the Company will be final regarding the relieving date. In case, based on your request, the Company decides / agrees to reduce the notice period, then you will be bound to pay for the number of days which have not been served under the said notice period, as calculated by the Company on your last drawn basic pay. If the Company decides to relieve you prior to completion of notice period, the Company will pay (except where mutually agreed or for relieving you due to breach by you of the terms and conditions of your employment) for the number of days which have not been served under the said notice period amount, as calculated by the Company on your last drawn basic pay. If you fail to report to duty till your last working date (as decided by the Company, except for prior approved leaves), your separation will be as per the abandonment clause(s), as mentioned further on in the section Other Terms and Conditions of this letter.
19. Notwithstanding anything contained herein, your employment with the Company shall stand terminated forthwith without any notice or payment in lieu of notice on account of:
- breach of governing laws, applicable rules and regulations;
 - breach of applicable Company policies, procedure or code of conduct whether express or implied;
 - performance below defined targets as applicable from time to time;
 - any act/s which is/are regarded as breach to the interest of the Company.

Other Terms and Conditions

20. Whilst in the employment of the Company, you are required to effectively carry out all duties and responsibilities assigned to you. Disrespect for other employees, insubordination or flouting Company policies will not be tolerated.
21. You will be bound by all the existing rules and regulations as framed by the Company, and those as enforced by the regulator in the insurance industry from time to time.
22. You are required to provide all the necessary documents / evidence required on the information furnished by you while seeking employment and as required under the rules and regulations of the Company.

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23. We understand that we have your consent and authorization to take any pre or post-employment examinations and or Verification / checks as may be required by the Company (including its subsidiaries) or its representatives. You also authorize that HDFC Life Insurance Company Limited may use an outside external (third party) agency to verify and validate the information you have provided including but not limited to your employment history, your personal background, professional standing, work history and various qualifications, educational or otherwise. You understand that an external background check agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, college records and professional and personal references. You authorize, without reservation, any individual, corporation or other private or public entity to furnish to the Company and the external background check agency all information about you. You unconditionally release and hold harmless any individuals, corporation, or private or public entity from any and all causes of action that might arise from furnishing to the Company and the external agency information that they may request pursuant to this release. We believe that you have not made any false declaration or willfully suppressed any material information, including any previous employment history with the Company. Accordingly, the offer of appointment is made relying upon information furnished and representation made by you. However, the offer of appointment is subject to reference and background check to be conducted by the Company at its discretion at any point of time during the course of your employment. If for any reason it is found that the reference or background check is negative or detrimental to the interest of the Company as determined by the Company, in its sole discretion, the Company is entitled to terminate your services at any time, during or even after completion of the probation period with immediate effect without notice or any salary in lieu of notice. This authorization and release, in original, digital, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested.
24. If for any reason, you remain absent / abstain from duty for a continuous period of seven (7) days without pre-approved leave or without intimating and obtaining the prior approval of your manager / immediate superior, or if you remain absent / abstain from duty for a period of seven (7) days beyond the period of leave originally granted without intimation or without obtaining the approval of your manager / immediate superior, it would be treated as abandonment of service and you will be deemed to have voluntarily abandoned your service without notice. The Company / employer would not be responsible for any further intimation towards such separation / abandonment of service nor any compensation or any full and final settlement payouts towards the same.
25. In case your employment with the Company is discontinued for any reason, within 30 days from the date of joining, you will not be eligible for payment of dues or any other benefit from the Company, on account of the expenses incurred by HDFC Life towards on-boarding activities.
26. It will be your sole responsibility to inform the Company in writing of any change in your address, failing which any communication sent to you in the address last stated by you shall be deemed to be validly served on you.
27. On your joining, you will be required to undergo a Regional Induction program as per policy at the Specified Regional location as communicated by the Regional Human Resources Manager, designated to your location. In case you are required to travel and stay at another location other than your base location for your induction, you will be eligible for training allowance as per Company Policy or basis exception approval.
28. Whilst in the employment of the Company and for a period of three (3) months thereafter your salary bank account as reflected on the Company's records, may be subject to audit at any point of time. By signing this letter, you hereby authorize and provide to the Company an irrevocable right to access your salary bank account for audit purposes during the period specified herein.
29. You will have to raise resignation only through Employee Self Service (ESS). Resignation through any mode other than ESS will not be considered.

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30. You will need to open a bank account with our banking partner for salary and reimbursement purposes; in case you have an existing account with the partner, you may choose to convert it to salary account or open a separate account for the same. Failure to do so will result in salary and reimbursements being kept on-hold, for such period of time, till the bank account is opened with the banking partner.

Management reserves the right to effect change in any of the above clauses and the same will be communicated to you through Employee Self Service (ESS) or other communication channel/s as prevalent at the time. If you are agreeable to the above-mentioned terms and conditions, please acknowledge your acceptance on the Candidate portal or via email to your respective HR partner.

We look forward to a mutually rewarding relationship.

Regards,

For & on behalf of
HDFC Life Insurance Company Limited



Sushil Chander
Vice President - Human Resources

I agree to and accept all the above terms and conditions.

HDFC Life Insurance Company Limited

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Annexure 1

Date: October 06, 2023
 Name: Gaurav Vijay Chaudhari
 Designation: SDM - Corporate Agency
 Location: Jalgaon - Patel Plaza
 Band: 1B

CTC STRUCTURE	
Components	Per Annum
(I) Fixed Pay	
Basic	82,500
House Rent Allowance	49,500
Other Allowance	67,776
Bonus	34,344
Total Fixed Pay	234,120
(II) Retirals	
Provident Fund	18,033
Gratuity	3,988
(III) Valued Benefits	
ESIC	7,609
Group Insurance Benefit	11,250
Fixed Cost to Company (FCTC)	275,000

You will be eligible to be enrolled into sales incentive schemes as and when announced by the Company.

Note: The Bonus / Advance Bonus component shown above would be paid as part of monthly salary. All payments made towards Bonus / Sales incentives / VPP paid will be in accordance with the Payment of Bonus Act.

Other Benefits (as per prevalent Company Policy):

Insurance benefits:

Mediclaim: INR 200,000/- for self and dependents.

Group Term Insurance: Term cover of INR 1,200,000/-.

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Annexure 2 - Checklist of the Documents

You are requested to share following documents before your joining date, so that we can have everything in order for your joining.

A. Photo ID, Address and Age Proof:

- i. PAN Card
- ii. Aadhaar card

B. Work Experience:

- i. Experience letter / Relieving letter / Resignation acceptance letter with company stamp / Resignation acceptance email / Screen capture of HRIS resignation from last place of work

C. Education Proof:

- i. Graduation - mark sheets for each year of the program & degree certificate
- ii. PG / MBA - mark sheets for each year of the program & degree certificate

D. Other Documents:

- i. Scanned copy of a color passport size photograph (required for generation of Company ID card)

E. Blood Group

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents / certificates given by you as a proof in support of the above, the Company reserves its right to revoke the offer any time before your joining, and also its right to terminate your employment anytime after joining.

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Offer Letter

Date: 2023-11-06

Miss VISHAKHA VIJAY CHAUDHARI

BODAKENAGAR, JUNNAR,PUNE

Dear VISHAKHA VIJAY CHAUDHARI,
Congratulations!!

We are pleased to offer you Employment with **Uponly Finserv Pvt Ltd** based on the interview discussions you had with us and your application submitted to us. Details of the terms and conditions of the offer are as under:

1. You will be designated as HR Executive,Department-HR-Department,Band-P1 and will be based at our Mumbai Centre.
2. Your date of commencement of Employment will be on or before 2023-11-06
3. You will be entitled to receive compensation and benefits (of CTC- Rs.217000 PA) as per the enclosed Annexure
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Please bring along the below-listed documents/details on your day of joining and original academic certificates will be given back at the time of Full and Final Settlement.
 - a) Date of the Birth proof certificate (Copy of passport/birth certificate / S.S.C) (Two Copies).
 - b) Original Academic Certificates (all from 10th to Highest).
 - c) Original Resignation Letter with acknowledgment.
 - d) Relieving letter from the previous employer (Original).
 - e) Proof of compensation last drawn (3 Months - Original).
 - f) Six passport size photographs (recent).
 - g) Bank Statement (six months).
6. Kindly sign a copy of this letter as a token of your acceptance of this offer.

Looking forward to a long and mutually beneficial career with us.

Warm Regards,

Uponly.in



Authorized Signatory



Compensation Details

Gross CTC-INR	217000	
PARTICULARS	P. A	P. M
Fixed CTC	217000	18083
Basic	86800	7233
HRA	32550	2713
S. Allowances	65100	1808
Conveyance	10850	904
Misc. and other Deduction	21700	1808
Others*	0	0
Gross Salary	217000	18083
Net Salary	195300	16275
Net Take Home Salary	195300	16275

- * You will be eligible for quarterly Incentives, contests, and another variable scheme as per company policy.
- * Eligible for BDA (Travel Allowances) subject to base performance.

Note :- Incentive and the variable payout is given for the right behavior to the right set of employees and it may change from time to time. The final discretion of variable payouts lies with Business Head and no one can claim for it. It released or gets hold as per the company`s policy. This offer is made relying upon the information furnished and representation made by you from time to time. If any information or representation is found to be incorrect or if any material information is detected by us to have been suppressed by you or any action is found to be in contravention to the company code of conduct or rules of the company, the company will have the right to revoke your offer of employment at any time without notice. The notice period will be 0 to 30 days during the probation period and post confirmation it`s between 60 to 90 days as per management discretion. The confirmation period is of three months.

After joining there will be a mandatory training of 15 days. Any leave during training period will have leave without pay(LWP).It is compulsory to attend all days of training, and if any employee leave the organization during training there is no provision for fnf.All benefits (OD, Leave, FnF) will be applicable only after successful completion of training. Variable payouts will not be applicable for notice/resignation cases.During training period your candidature will be observed closely if found not suitable for the organization, your offer letter will be revoked immediately and you will not be eligible to claim any kind of payment.

Separation clause - In this regard if the employee is willing to move on,he/she has to follow the mutual separation process, in order to disobey there will be a penalty of Rs.75,000 for business sales and Rs.2,00,000 is for non sales including interns across functions.All interns mandatorily need to serve for minimum of 6 months to avoid the penalty clause.

People in business sales have to mandatorily call out minimum 60 connected calls or need to meet minimum 2 fresh meetings,OTP verified to avoid loss of pay for working day.

Refer PMS for your confirmation & appraisal goal.It will be available on employee portal.



Data Security clause - The employee undertake to keep technical and commercial information of each other secret, except for publicly available information which has become known to them while executing the present agreement, and not transfer it to third parties without a written consent from the other party or its legal representatives.

Offer Contract - Since the offer is made basis mutual agreement. Once offer is made and is accepted by the Candidate, one shall not be able to back out until there is ambiguity over said offer.

The company reserves all the right to file suit if accepted and not obeyed as per the employment contract.

This is to be filled by candidate after accepting the offer.

I VISHAKHA VIJAY CHAUDHARI accept all terms & conditions given in the offer letter.

I will be joining the company on _____ after serving the notice period of previous company if any.

I am aware of legal penalty if not obeyed as per the company employment contract.

VISHAKHA VIJAY CHAUDHARI.

Page 3 of 3



LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIAL

Date: 02/01/2023

Megha Dattatrya Chaugule
S/O Dattatrya Vikram Chaugule, -, GAVTHAN,,
Pune, 412211

Subject: Offer Letter**Dear Megha Dattatrya ,**

In reference to your application and subsequent discussions, we are pleased to offer you the position of Relationship Manager - PSF Core, Balic Direct in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

1. You shall be based at **Baner** .
2. You will report to **Ambrish Daptardar**.
3. The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by 02/02/2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- a) Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- b) Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.
Authorized Signatory

318974/203682/Megha Dattatrya Chaugule/17805

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
 Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
 CIN: U66010PN2001PLC015959

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

<u>ANNEXURE A: CTC Break Up</u>			
COMPENSATION BREAK UP SHEET			
Date: 02/01/2023			
Name:	Megha Dattatrya Chaugule		
Department:	PSF Core		
Designation:	STM		
Band:	GB2 A		
Location Code:	Baner	Location: Baner	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,400.00	100,800.00
2	Minimum HRA	4,200.00	50,400.00
3	Conveyance Allowance	0.00	0.00
4	Telephone Allowance	2,000.00	24,000.00
5	Statutory Bonus	1,680.00	20,160.00
6	Flexible Benefits	10,308.00	123,696.00
7	Company's Provident fund contribution	1,800.00	21,600.00
8	Gratuity as per the Act	404.00	4,848.00
9	Total Fixed	28,792.00	345,504.00
	Total Fixed CTC in Words	345,504.00(Three Lacs forty five thousand Five hundred and four only)	

318974/203682/Megha Dattatrya Chaugule/17805

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LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Mediciam policy. The company shall subsidize the annual premium as per policy. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.
7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company
8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company

318974/203682/Megha Dattatrya Chaugule/17805

Bajaj Allianz Life Insurance Company Limited

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LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

Background Verification Form
Letter of Authorization
Declaration and Authorization by the Candidate
 To whom it may concern


I understand that Bajaj Allianz Life Insurance Company Limited may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications. I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references. I authorize, without reservation, any individual, corporation or other private or public entity to furnish Bajaj Allianz Life Insurance Company Limited and the outside background agency all information about me.

I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to Bajaj Allianz Life Insurance Company Limited and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested. I hereby confirm that, the below information is correct to the best of my knowledge and I understand that any misrepresentation or discrepancy noted in regards to me and/ or any other disclosures made by me, company shall have complete right and authority to take necessary disciplinary action against me as deemed necessary, including immediate termination of my services and employment, without any notice thereof.

Name in CAPITAL LETTERS: Megha Dattatrya Chaugule

IMPORTANT: Copy of documents (as per "Documents Check-List") MUST be attached. Please enter your name as it appears in your Passport or PAN Card. Name change case : Kindly attach the name change Proof / Document												
Personal Details												
Full Name	Gender											
Megha Dattatrya Chaugule	Female											
Date of Birth (mm/dd/yyyy) :	Permanent Account Number :	Marital Status :										
12/05/1997	CWHPC0095G	Single										
Former Name(s) / Maiden Name (if applicable)	<u>Date of Name Change(mm/dd/yyyy)</u>											
<u>First Name Middle Name Last Name</u>	<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> (If Applicable)											
Father's Name:	Mother's Name:	<u>Spouse's Name :(First & Last)</u>										
Dattatrya Vikram Chaugule	Anita Dattatray Chaugule											
Current Address: S/O Dattatrya Vikram Chaugule, -, GAVTHAN,, Mandavgan Farata, Pune, , Maharashtra, Pin : 412211												
<u>Signature of the employee:</u>												

	EMPLOYEES PROVIDENT FUND ORGANIZATION	New Form No.11- Declaration Form (To be retained by the employer for future reference) <u>Emp Code:</u> _____ Company: Bajaj Allianz Life Insurance
Employees provident funds scheme, 1952 (paragraph 34 & 57) & Employees pension scheme 1995 (paragraph 24)		

(Declaration by a person taking up employment in any establishment on which EPF Scheme, 1952 end /of EPS1995 is applicable)

1	Name of the member	Megha Dattatrya Chaugule
2	<u>Father's Name () Spouse's Name ()</u> (Please Tick Whichever Is Applicable)	
3	Date of Birth (MM/DD/YYYY)	12/05/1997
4	Gender: (male / Female /Transgender)	Female
5	Marital Status (married /Unmarried /widow/divorce)	Single
6	(a) Email ID: (b) Mobile No:	meghachaugule07@gmail.com 9960991198
7*	<u>Whether earlier a member of Employees 'provident Fund Scheme 1952</u>	Yes No
8*	<u>Whether earlier a member of Employees 'Pension Scheme ,1995</u>	Yes No

<i>If response to any or both of (7) & (8) above is yes. MANDATORY FILL UP THE (COLUMN 9)</i>												
9	a) Universal Account Number(UAN)						NA					
	b) Previous PF a/c No		AP	HYD	EST.CODE	EXTN	PF NO.					
	c) Date of exit from previous employment (MM/DD/YYYY)											
	d) Scheme Certificate No (if Issued)											
e) Pension Payment Order (PPO)No (if Issued)												
10	a) International Worker:						Yes		No			
	b) If Yes , State Country Of Origin (India /Name of Other Country)											
	c) Passport No											
	d) Validity Of Passport (MM/DD/YYYY) to(MM/DD/YYYY)											
11	KYC Details: (attach Self attested copies of following KYCs) **											
	a) Bank Account No .& IFS code											
	b) AADHAR Number (12 Digit)						245931849217					
	c) Permanent Account Number (PAN),If available						CWHPC0095G					
<u>UNDERTAKING</u>												
1. Certified that the Particulars are true to the best of my Knowledge 2. I authorize EPFO to use my Aadhar for verification / e KYC purpose for service delivery 3. Kindly transfer the funds and service details, if applicable if applicable, from the previous PF account as declared above to the present P.F Account(The Transfer Would be possible only if the identified KYC details approved by previous employer has been verified by present employer 4. In case of changes In above details the same Will be intimate to employer at the earliest												
Date:02/01/2023 Place: Pune <div style="text-align: right;"><u>Signature of Member</u></div>												

DECLARATION BY PRESENT EMPLOYER

1. The member /Ms./Mrs **Megha Dattatrya Chaugule** has joined onand has been allotted PF Number.....
- 2, In case person was earlier not a member of EPF Scheme ,1952 and EPS,1995
 - (Post allotment of UAN) The UAN Allotted for the member is NA
 - Please tick the Appropriate Option:
 - The KYC details of the above member in the UAN database
 - Have not been uploaded
 - Have been uploaded but not approved
 - Have been uploaded and approved with DSC
- 3, In case the person was earlier a member of EPF Scheme ,1952 and EPS, 1995:
 - The above PF account number /UAN of the member as mentioned in (a) above has been tagged with his /her UAN/previous member ID as declared by member
 - Please Tick the Appropriate Option
 - The KYC details of the above member in the UAN database have been approved with digital signature Certificate and transfer request has been generated on portal.
 - As the DSC of establishment are not registered With EPFO the member has been informed to file physical claim (Form13) for transfer of funds from his previous establishment.

Date: 02/01/2023

Signature of Employer With seal of Establishment

FORM 2 (REVISED) Nomination and Declaration form for Unexempted/Exempted Establishments Declaration and Nomination Form under the Employees' Provident Funds and Employees' Pension Scheme (Paragraphs 33 & 61(1) of the Employees Provident Fund Scheme, 1952 and Paragraph 18 of the Employees' Pension Scheme, 1995)					
1. Name (in Block Letters) : Megha Dattatrya Chaugule <u>2. Father's/ Husband's Name</u> : 3. Date of Birth : 12/05/1997 4. Sex : Female 5. Marital Status : Single <u>6. Account</u> : 7. Address : S/O Dattatrya Vikram Chaugule, -, GAVTHAN,, Mandavgan Farata, Pune, , Maharashtra Permanent : S/O Dattatrya Vikram Chaugule, -, GAVTHAN,, Mandavgan Farata, Pune, , Maharashtra <u>Temporary</u> : 8. Date of Joining :					
PART- A (EPF) I hereby nominate the person(s)/ cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees' Provident Fund, in the event of my death.					
Name of nominee/no minees	<u>Address</u>	Nominee's relationship with the member	<u>Date of Birth</u>	Total amount of share of accumulation in Provident Fund to be paid to each nominee	If the nominee is a minor, name & relationship & address of the guardian who may receive the amount during the minority of nominee
1	2	3	4	5	6
Dattatrya Vikram Chaugule		Father	06/01/1971		
1. *Certified that I have no Family as defined in para 2(g) of the Employees' Provident Fund Scheme, 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled. 2. *Certified that my father/mother is /are dependent upon					
* Strike out whichever is not applicable.					
<u>Signature or thumb impression of the subscriber</u>					

PART B (EPS) (Para 18) I hereby furnish below particular of the members of my family who would be eligible to receive widow/ children pension in the event of my death.				
<u>S No.</u>	<u>Name and Address of the family member</u>		<u>Date of Birth</u>	<u>Relationship with member</u>
	<u>Name</u>	<u>Address</u>		
1.				
2.				
3.				
4.				
5.				

****Certified that I have no family as defined in para 2(vii) of Employees' Pension Scheme, 1995 and should I acquire a family hereafter I shall furnish particulars thereon in the above form.**
I hereby nominate the following person for receiving the monthly widow pension (admissible under para 162(a)(i) and (ii) in the event of my death without leaving any eligible family member for receiving pension.

Name and Address of the Nominee	Date of Birth	Relationship with member
Dattatrya Vikram Chaugule	06/01/1971	Father

Date :
****Strike out whichever is not applicable**

Signature or thumb impression of the subscriber

CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed/thumb impressed before me by Shri/Smt./Kum..... employed in my establishment after he/she has read the entries/entries been read over to him/her by me and got confirmed by him/her

Place.....
Date.....

Signature of the employer or other Authorized Officers of the Establishment
Destination

FORM 'F'
[See sub-rule(1) of rule 6]
Nomination

To. [Give here name or description of the establishment with full address]

I, Shri/ Shrimati/ Kumari Megha Dattatrya Chaugule whose particulars are given in th estatement below,
 hereby nominate the person (s) mentioned below to receive the gratuity payable after my death as also the
 gratuity standing to my credit in the event of
 my death before that a month has become payable, or having become payable has not been paid and direct that
 the said amount of gratuity shall be paid in the proportion indicated against the name(s) of the nominee(s).

1. I hereby certify that the person(s) mentioned is a / are mem ber(s) of my family within the meaning of
 clause(h) of section (2) of Payment ent of Gratuity Act, 1972 .
- 2, I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said
- 3, (a) My father/ mother/ parents is / are not dependant on me
 (b) my husband's father/ mother/ parents iis/arenot dependent on my husband .
- 4, I have excluded my husband from m y family by a notice date th e to th e controlling authority in
 terms of th e proviso to clause (h) of section 2 of the said
- 5, Nomination made herein in validates my previous nomination .

Nominee (S)

Name in full with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion which the gratuity will be shared
Dattatrya Vikram Chaugule	Father	06/01/1971	100%
NA	NA		NA
so on .			

Statement	
1. Name of employee in full 2. Sex 3. <u>Religion</u> 4. Whether unmarried/ married/ widow/ 5. <u>Department / Branch / Section where employed</u> 6. Post held with Ticket or Serial , if any. 7. Date of appointment 8. Permanent address	: Megha Dattatrya Chaugule : Female : : Single : : : S/O Dattatrya Vikram Chaugule, -, GAVTHAN, Mandavgan Farata, Pune, Maharashtra
<u>Village</u> <u>Thana</u> <u>Sub-division</u> <u>Post Office</u>	
<u>Place</u> <u>Date</u>	
<u>Signature/ Thumb impression of the employee</u>	
Declaration by witnesses	
Nomination signed/ thumb impressed before me. <u>Name in full and full Signature of witnesses</u>	
1 . 2 .	1 . 2 .
<u>Place</u> <u>Date</u>	
Certificate by the employer	
Certified that the particulars of the above nomination have been verified and recorded in this establishment . Employer 's Reference No., if any	
<u>Signature of the employer/Officer authorized</u> <u>Designation</u> Name and address of the Establishment or rubber stamp thereof.	
<u>Date</u>	
Acknowledgement by the employee	
Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.	
<u>Date</u>	
<u>Signature of the employee</u>	

GROUP LIFE INSURANCE BENEFICIARY FORM

Beneficiary's Full Name: Dattatrya Vikram Chaugule

Relationship to You: Father

Beneficiary's Date of Birth :(mm/dd/yyyy): 06/01/1971

Signature of the employee:

E-Code -

318974/203682/Megha Dattatrya Chaugule/17805

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CIN: U66010PN2001PLC015959

Date: Wednesday, April 26, 2023

To
Miss. Aishwarya Balaji Chikhale
Venktesh Nagar Naik Chowk, Udgir Tq- Udgir Dist- Latur, Pincode – 413517

Dear Aishwarya,

On behalf of ASPERA Advisors LLP (the "Company" or "ASPERA"), I am pleased to offer you the position of **Junior Business Analyst- M&A**. This position will report to Ms. Sakshi Jain, Ms. Vibha Joshi (Vice President- Corporate Communication) and works in close coordination with the CEO of the company on various assignments with an anticipated start date of **May 02, 2023**. You will have various responsibilities regarding the Company's activities and businesses, as the management of the Company determines from time to time.

Your Cost to Company will be ₹ 2,40,000/- and will be reviewed periodically. Details will be provided to you upon hire. The remuneration will be paid in the following format:

1. ₹ 1,80,000/- will be paid yearly every month. The salary will be processed between 1st to 10th of every month post completion of the period.
2. ₹ 60,000/- per year will be paid proportionately for the completed months, in 2 parts, first in the month of Diwali & second along with the salary of the month of March as a bonus subject to continuity of the employment.

You will be also eligible for Out-of-pocket expenses such as lodging, boarding and travel (as per the company policies) incurred during performing your duties.

The position is not eligible for overtime pay and can be revoked as deemed necessary by the company management and subject to satisfactory verification of documents and references.

This offer represents a proposed at-will employment arrangement between you and the Company, which means that either you or the Company may terminate your employment at any time, and for any or no reason. It does not guarantee employment for any specified period and is dependent upon your signing agreements satisfactory to the company regarding arbitration of claims and the confidentiality, non-competition and the ownership of proprietary information developed in the course of your employment.

If these terms are acceptable, please sign in the space provided below.

This offer of employment will remain open until **May 02, 2023**, unless rescinded or modified earlier.

Please mail or courier your signed copy to the attention of Human Resources at the address on the header or email it to vibha.joshi@asperaadvisors.com.

Very truly yours,

Mrs. Vibha Joshi
Vice President- Corporate Communications

Agreed and Accepted:

Aishwarya:
Aishwarya Balaji chikhale
Signature

Date 26/04/2023

STRICTLY CONFIDENTIAL

Aditya Birla Finance Ltd.

(A part of Aditya Birla Capital Ltd.)



ADITYA BIRLA CAPITAL

PROTECTING INVESTING FINANCING ADVISING

Dear Akash Chitare,

Welcome to the **World of Opportunities** at **Aditya Birla Capital**!

We're pleased to offer you an appointment as a **Management Trainee** in **Aditya Birla Finance Limited**. We're thrilled to have you on board. We know you're going to be an asset to our company and can't wait to see what you accomplish. At Aditya Birla Capital, we look at creating the next generation of leaders who will further our vision of helping people meet their lifelong money needs. We offer our employees multiple opportunities to achieve professional success and an avenue to pursue their personal aspirations. We do this by investing in the development of our employees and by offering them a bouquet of career choices spanning across functions, businesses, and geographies at Aditya Birla Capital and at the larger Aditya Birla Group level.

We are happy to share that you are placed in **Aditya Birla Finance Limited** in the **Sales** function based out of **Pune**.

We look forward to having you on board with us on **August 03rd 2023** in **Pune**. The details of the venue for the induction would be mailed to you shortly.

This offer is subject to:

- **Having secured a certificate of completion as declared by your Institution/University.**
- **Found medically fit.**
- **Credit Score and Background Checks being satisfactory.**

Once again, we hope your career at Aditya Birla Capital is extremely fruitful and satisfying - both professionally and personally.

In case you have any queries, please feel free to reach out to Shamli.akolkar1@adityabirlacapital.com

We wish you the very best for your future with us. Please do sign a copy of this letter and add the date as a token of your acceptance.

Sujatha Sudheendra
Head - Human Resources

Aditya Birla Finance Limited

One World Center, Tower 1-C, 18th Floor, 841, Jupiter Mill Compound,
Senapati Bapat Marg, Elphinstone Road, Mumbai 400 013.
+91 22 4356 7100 | (F) +91 22 4356 7266 | Toll-free number 1800-270-7000
care.finance@adityabirlacapital.com | <https://abfl.adityabirlacapital.com>

Registered Office:

Indian Rayon Compound, Veraval,
Gujarat -362 266
CIN: U65990GJ1991PLC064603



Annexure "A"			
	Per MONTH	Per ANNUM	Remarks
Salary		1,75,000	
Basic Salary	14,583	1,75,000	This is paid on a monthly basis. Retirement benefits are linked to it.
Allowances/ Reimbursements		2,07,483	
Leave Travel Allowance		6,000	This covers reimbursement for travel on leave within India. It is governed by the IT Act where one can take tax exemptions twice in a block of four years.
Education Allowance	200	2,400	This is paid on a monthly basis.
Special Allowance	15,190	1,82,283	This is paid on a monthly basis. This does not have any link to retirement benefits or any other element of compensation.
Statutory Bonus	1,400	16,800	Paid monthly in lieu of Statutory Bonus as per the Provision of Bonus Act, 1965.
Guaranteed Cash		3,83,083	
Retirement Benefits		29,176	
Employer's Contribution to Provident Fund (12% of Basic)	1,800	21,600	The employer contributes to the extent of 12% of basic salary.
Gratuity (15 days Basic)	701	8,415	This is governed by the Payment of Gratuity Act.
Fixed Compensation w/o housing		4,12,500	
Housing		87,500	
HRA	7,292	87,500	This is calculated @ 50% of Basic Salary. This amount is paid as a part of the monthly salary
Fixed Compensation		5,00,000	
Benefits/ Perks not Valued			
Mobile Phone		Yes	Rental and official calls (For VIL subscriptions only).
Hospitalization Insurance		Yes	As per company's GMC policy - Sum Insured is Rs 1.5 Lacs p.a. for self and dependents. This is a Co-Pay policy
Accident Insurance		Yes	As per company's GPA policy. This is borne by the company.
Term Insurance (Su-Nischint)		Yes	As per term plan (Su-Nischint policy) - Yearly Master Basic + Yearly Master Special Allowance * 3 (Minimum "6" Lakhs & Maximum 25 Lakhs)
Notes: - Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws. - Sales Incentive Plan (SIP): You will also be eligible for a target incentive earning opportunity as per the entitlement of your channel and your performance.			

Date: 7th November, 2023

Letter of Offer

Dear Anjali Choudhary,

Further to our discussion date 6th November, 2023, we are pleased to offer you the position of **Associate** in our Firm. Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

On joining, you will be subject to the employee policies and practices of **Ahuja Valecha & Associates LLP**. A summary of the present policies is included as Annexure-2 to this offer letter for your reference. Also refer Annexure-3 for the list of documents to be submitted at the time of your joining.

You are required to join duties on or before **20th November, 2023** at our Pune office for this offer to be valid. Failure to which offer shall deemed to be null & void.

Kindly report at the following address at 10:00 AM on your date of joining –

Ahuja Valecha & Associates LLP
Chartered Accountants
Meera Madhav, Plot No 38
Sainik Vihar, Cloud 9 Estate,
Off NIBM Road | Pune 411060

AVA holds the right to defer or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining AVA at the earliest and wish you a successful career with us.

Thanking you,

Sincerely,
For **Ahuja Valecha & Associates LLP**

Shachi Mathur
HR Dept.

TERMS AND CONDITIONS

- Your salary has been fixed at Rs. 25,000.00 per month. You will be on probation for 6 months. Based on your performance, your salary will be increased to Rs. 27,500/- per month + incentives. There will be no freelancing on your part while you are employed in our organisation. Your services are liable to be terminated without any notice in the event of your doing so or in case of unsatisfactory performance.
- Salary shall be paid for the current month on the 10th of the subsequent month. If the 10th is a Sunday, salary will then be paid on the 11th of the subsequent month.
- Calculation of monthly salary will be up to 27th of every month. Thus, on 10th May, you will get salary for the period 27th March to 27th April. On 10th December you will get salary for the period 28th April to 27th May, 2023 and so on.
- While on ITPA premises or when interacting with clients or suppliers, please remember you are a professional at work. As such, your conduct and deportment with them should befit your status. To ensure smooth conduct of work and business, please remember to keep your interactions with your colleagues - both senior and junior - proper and respectful at all times.
- By dint of being employee of ITPA, you will always be directly or indirectly party to strategic policy decisions and privy to confidential business information. Please remember to exercise utmost restraint about all internal matters when talking to outsiders, whether they are friends or family. Information divulged may lead to loss of business to competition. If it is found that your carelessness with internal information has led to an unfavourable or uncomfortable situation for ITPA, it can result in your immediate dismissal.
- Client entertainment, for business or personal reasons, is not allowed under any circumstance. If such a need arises, please discuss the solution with the person you are reporting to.
- You will be required to give 30 days notice in the event of your leaving the organisation during any point of your employment. You will be paid for all the days that you have attended work. If you do not give the required notice, the same shall be deducted in lieu of notice at the time of final settlement.
- There will be a 30 minute lunch break at around 1.30pm. There shall also be two tea breaks one around 10.30 am and the other at 4pm. Tea shall be provided free by ITPA during these breaks. Please ensure that these breaks do not extend beyond the allowable period.
- If you need to leave the office premises for personal work during office hours, you can do so only with the prior permission of the person you are reporting to. Please keep personal incoming and outgoing telephone calls on mobiles/ landlines to the minimum and restricted to the breaks. We do not encourage smoking and thus, cigarette breaks, if any, should be avoided. Also, please note, communal refreshment/ tea/ smoking breaks during work hours are not allowed. In case you are free during certain periods in your work day, please do not leave office premises or disturb colleagues who are working.
- Reporting time on all days is 10.00 am with a grace period of 15 mins. For every 4 days of entering office later than 10.15 am, you will lose one day's salary. Also, if you enter office at 11 o'clock or after, it shall be marked as half day in the attendance records. If for any reason, whatsoever, your work timings change, your salary shall be reviewed at that point. Please note - working late in the office is not acceptable as a reason for coming late the following day. However, special considerations can be made in certain cases, but only against prior permission.

- Work day ends at 7.00 pm on all days. However, please note that you are part of a very competitive service industry. Leave only after you ensure that **all** your work for the day, as per schedules set by your senior, is complete in **all** respects. Deadline commitments pertaining to deliverables are sacrosanct, and you must work to ensure that these deadlines are met at **all** times.
- The Internet and other computer & IT facilities in the office are open to **all**. But, they can only be used for official purposes. Surfing the net, sending mails or printing documents for personal use are not **allowed**.
- Also, after you have finished work for the day, please leave at the earliest. Your dalliance in the office to interact with colleagues still working is a disturbance and distraction that has to be avoided.
- There shall be no advance against your salary.
- If, for any reason, your address/ contact details change during the course of your employment, please furnish the changed details immediately to the person you are reporting to.
- Periodic appraisals will be conducted on the basis of both your work performance, as well as your track record vis-a-vis against **all** the terms and conditions laid down in this document.
- Being subject to periodic review, **all** above terms are liable to change and you shall be notified accordingly.

TERMS & CONDITIONS FOR LEAVE

1) Casual Leave (CL) – 3 days per financial year:

- You are eligible for casual leave only after completion of probation period of 6 months after joining.
- Casual leaves are 'paid' leaves of absence, which can be taken without prior intimation/ permission.
- Casual leave can only be taken for a single day which falls between 2 working days. This leave cannot be taken together or clubbed with any weekly off/s or public holiday/s. (e.g. If you are absent from work on a Thursday, but have been present on the preceding Wednesday and the following Friday, you can claim casual leave for Thursday. But, if this leave is taken on a Friday which precedes a 2nd/ 4th Saturday, or on a Monday which follows a Sunday, or on Tuesday 14th of August which is followed by a public holiday on Wednesday 15th of August, this leave will be deductible from your salary).
- More than 1 casual leave cannot be combined together at any time.
- All 3 casual leaves have to be utilized within every financial year - by 31st March of every year. If, for whatever reason, they remain unutilized, the balance casual leave will be treated as 'lapsed' as on 1st April of every year.
- Casual leave is not encashable under any circumstances.

2) Privileged Leave (PL) – 12 days per financial year @ 1 day per month:

- You are eligible for privileged leave only after completion of probation period of 6 months after joining.
- Privileged leaves are 'paid' leaves of absence, which can only be taken after having earned them in previous months, and after prior intimation and permission from Arnab Banerjee.
- For all salary computations, privileged leave will be calculated as 1 per month for every month after completion of probation period.

- After completion of probation period, you can avail all your accumulated unutilized privileged leave collectively together, calculating on the basis of 1 privileged leave per month (e.g. if you have completed 5 months after probation period, and you have not availed any of your privileged leaves, you can take up to 5 privileged leaves all together).
- Any unutilized privileged leave can be accumulated and collectively carried forward into the next financial year, but only up to a maximum of 2 months from the end of the previous financial year (e.g. if, as on 31st March 2024, you have completed 7 months in the organization after completing probation, and have only used up 2 out of the 7 privileged leaves that you are entitled to, you can still consume the balance 5 days of your privileged leave by 31st May 2024). After 31st May, all accumulated privileged leave, still unutilized for whatever reason, from the previous financial year will automatically lapse.
- In all cases, when you add privileged leave immediately before and after any weekly off/s or public holiday/s, the entire period - including the weekly off/s or public holiday/s that come in between - shall be considered as privileged leave (e.g. all 4 days will be considered as privileged leave, when you take leave on a Friday and Monday, just before and after the weekly offs on a 2nd Saturday and Sunday; similarly, all 3 days will be considered as privileged leave when you take leave on Tuesday 25th January and Thursday 27th January, just before and after the public holiday on Wednesday 26th January). In all such cases, this extra period of privileged leave shall be adjusted against your accumulated unutilized privilege leave or, when such balance of privileged leave is insufficient, deducted from your monthly salary.
- If you are absent on a working day that comes immediately after a public holiday and just before the weekly off/s, or on a working day that comes immediately after the weekly off/s and just before a public holiday, then the entire period shall be considered as PLs, depending on permissions and accumulated unutilized leave balance (e.g. if Thursday, 15th August is a public holiday and Saturday 17th August is a 2nd Saturday, unsanctioned leave on Friday, 16th August would result in all 4 days – including Sunday, 18th August – being considered as PLs) . Such leave will then be adjusted against your accumulated unutilized leave balance or, when such balance of leave is insufficient, deducted from your salary.
- When 2 or more persons apply for PL for the same dates, permission will be at the discretion of the management and on first-cum-first-served basis.
- Sudden, unforeseen leave of absence on medical grounds, for which no prior intimation/ permission is possible, can also be claimed as Privileged leave
- Privileged leave is not encashable under any circumstances.

3) **Weekly Off/s - all 2nd and 4th Saturdays & Sundays**

- If you are absent on the day before or after the weekly off/s, only that day of absence will be considered as PL, depending on permissions and accumulated unutilized leave balance.
- If you are absent on the day before and after the weekly off/s, then the weekly off/s shall also be considered as PLs, depending on permissions and accumulated unutilized leave balance. These weekly off/s will then be adjusted against your accumulated unutilized leave balance or, when such balance of leave is insufficient, deducted from your salary.

- If you are on tour or working on any 2nd/ 4th Saturday or public holiday/s, you will receive extra compensation for every such Saturday/ public holiday that you have worked @ monthly salary / 30 x no. of extra days worked
- If you are on tour or working on any Sunday, you are entitled to 1 extra holiday on any day as 'compensatory off', after prior approval from the organisation. Under no circumstances will there be cash compensation for any 'working' Sunday. All such 'compensatory offs' need to be availed any time before end of the next calendar month following the month in which the Sunday has been a working day (e.g. if you have worked on any Sunday in September, you will have to use up your compensatory off by October end).

4) Public holidays

- 1st January, 26th January, Holi, Gudi Padwa , 1st May, 15th August, Ganapati Visarjan, 2nd October and Dassera
- Special 1 day 'religious' holidays for Ambedkar Jayanti, Ramzan Id, Christmas, Pateti, Guru Nanak Jayanti etc. can be availed of only by employees from the concerned communities, and after prior intimation/ permission from management
- Diwali holidays - block closure which will be announced every year - number of days will depend on projected work load, order bookings and customer holidays.
- If you are absent on the day before or after the public holiday/s, only that day of absence will be considered as PL, depending on permissions and accumulated unutilized leave balance.
- If you are absent on the day before and after the public holiday/s, then the public holiday/s shall also be considered as PL, depending on permissions and accumulated unutilized leave balance. In such cases, the public holiday/s will then be adjusted against your accumulated unutilized leave balance or, when such balance of leave is insufficient, deducted from your salary.
- If you are on tour or working on any public holiday, you will receive extra compensation for every such public holiday that you have worked @ monthly salary/ 30 x no. of extra days worked.

All leave packages specified here are applicable only on confirmation of employment, after completion of 6 months of probation period. During initial 6 months of probation, apart from weekly offs and public holidays, no leave will be allowed for any reason whatsoever. Any leave taken will be deductible from your salary.

A serious view will be taken of any unsanctioned 'leave' by any employee. Such 'leaves' will be deducted from your monthly salary, and may lead to termination of service.

Also, these terms & conditions are subject to changes and modifications without notice, at the discretion of the management.

I accept the above terms and conditions and declare that all details furnished by me in the course of my interview and in my bio-data are true and accurate to the best of my knowledge.

Name & Signature

Place: Pune

Date:



Technoclean (India) Pvt. Ltd.

(A CLEANINDIA GROUP COMPANY)

(An ISO 9001:2015 Certified Company)

217, 2nd Floor, Hind Service Industries, Near Shivaji Park Sea Face, Dadar (W),
Mumbai - 400 028 Tel : +91 22 49101100/1111 Website: www.cleanindiagroup.com

Date: 15/June/2023

**To,
Ms. Tanaya Narendra Dakare,**

Subject: Letter of Offer

Dear Ms. Tanaya,

With reference to your application and subsequent interviews you had with us, the management is pleased to offer you the position of **"Jr. Executive-HR" at our Pune office.**

Your date of joining will be on **19th June 2023 (Monday).**

A detailed appointment letter will be given to you on your joining.

Kindly acknowledge duplicate of this offer letter as a token of your acceptance of our offer.

Best wishes and looking forward to a happy and mutually beneficial association.

Thanking you,


Yours faithfully,

For Technoclean India Pvt. Ltd.


Authorized Signatory



I have accepted the offer letter.



Tanaya Narendra Dakare

Corporate Office:

Office No. 508-511, Sacred World, South Block, 5th Floor, Above
Macdonald, Vitthal Rao Shivarkar Road, Wanowrie, Pune – 411040
Email: enquiry@cian.co, cianhealthcare@yahoo.co.in
Web: www.cian.co

Registered Office:

Milkat No. 16431, Block No. 1 from South Side, C.S. No. 227/10 3B,
Harpale Park, Opp. Berger Paint, Phursungi, Tal. Haveli, Dist. Pune - 412 308,
(Maharashtra) INDIA. Tele-Fax.: +91-20-26982792

Factory:

Kh. No.: 248, Village Sisona, Bhagwanpur, Roorkee, Haridwar,
Pin - 247 661. Uttarakhand, Tel.: 1332 235352

CIN: L24233PN2003PLC017563

Offer Letter

Dec 07, 2022

Mr. Dinesh Dandage

Sub: Offer Letter for the Post of Executive - Business Development.

Dear Dinesh,

We are pleased to offer you employment at **CIAN Healthcare Limited**. We Feel that your skills and background will be valuable assets to our team.

As per our discussion, your position will be **Executive - Business Development**, your starting date would be on or before **14th December 2022**.

The all-inclusive payable to you will be **Rupees Four lakh Eleven Thousand Nine Hundred and Seventy-three only (INR- 4,11,973 /-)** per annum. Please go through detailed breakup under Annexure-I.

At the time of Joining, you have to signed agreement with company bond term of 1 year.

You are advised to submit following documents and carry original documents for verification at the time of joining:

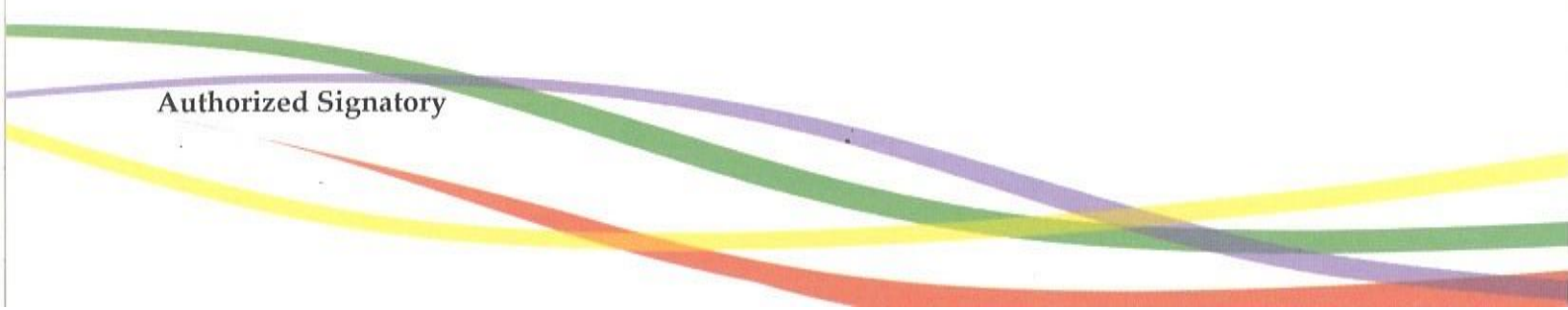
1. Two passport size photographs.
2. Photocopies of ALL the Educational qualifications.
3. Photocopy of PAN card.
4. Photocopy of Aadhaar card
5. Age Proof - Date of Birth
6. Permanent Address Proof

Kindly send the acknowledge of this offer letter.

CIAN welcomes you onboard and are looking forward to working with you.

For Cian Healthcare Ltd.

Authorized Signatory



Annexure-I

Salary Heads	Amount/Month	Amount/Annum
Basic+DA	15,200	182,400
HRA	7,000	84,000
Conv Allow	7,000	84,000
Other Allowance	1,000	12,000
(A) Gross Pay	30,200	362,400
PT	200	2,500
(B) Deduction	200	2,500
(A) - (B) Net Payment in Hand	30,000	359,900
Insurance	1,000	12,000
Gratuity (4.81% of basic)	731	8,773
Retention Bonus	2,000	24,000
mobile	400	4,800
CTC/Month/Annum	34,331	411,973



Dinesh Dandage

HRD/3T/1002478824/21-22

November 16, 2021

Mr. Anil Dani
T-10, Tuljabhavani Complex
340, Yadogopal Peth
Satara-415000
India

Ph: +91-7767887240

Dear Anil,

Welcome to Infosys!

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

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

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

Warm regards,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.11.16 15:36:11 IST
Reason: Digitally Signed
Location: Bangalore

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

HRD/1002478824/21-22

November 16, 2021

Mr. Anil Dani
T-10, Tuljabhavani Complex
340, Yadogopal Peth
Satara-415000
India

Ph: +91-7767887240

Dear Anil,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **06-Dec-2021**.

Location

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

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

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

Training

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

Probation and Confirmation

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

Leave

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

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

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

Agreement

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

Compensation and Benefits

Salary

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

Training Performance - linked Incentive

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

Ex - Gratia / Bonus

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

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

Basket of Allowances (BOA)

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

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

National Pension Scheme

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

Insurance

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

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

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

Notice Period

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

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

Background Checks

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

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

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

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

Other Terms and Conditions

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

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

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20____

Sign your name

Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2021.11.16 15:36:11 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. Anil Dani			
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. Anil Dani			
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				



Director CPC Placement <directorcpc.placement@sinhgad.edu>

List of SMI Students - BrightSea Technology Private Limited

22 April 2023 at 14:04

BrightSea Technoloy <brightseatech@gmail.com>
To: Director CPC Placement <directorcpc.placement@sinhgad.edu>
Cc: Sheetal Jadhav - Gaikwad <sheetaljadhav0607@sinhgad.edu>

Please find the final selected student list

On Thu, 20 Apr 2023 at 13:35, Director CPC Placement <directorcpc.placement@sinhgad.edu> wrote:
Dear Bhakti,

Greetings from SMI !!!
Enclosed please find the list of 8 students for your reference.
Please let us know the further interview process details.

Awaiting for a positive reply.

Regards,
Dr. Jayesh L Minase
Dean
Central Placement Cell
Sinhgad Management Institutes.
Working Hours: Mon- Fri | 10:00 am - 4:00 pm.

Sinhgad Central Placement Cell,
4th Floor, Sinhgad Institute of Management Building.
Sr. No 44/1, Vadgaon Bk. Off Sinhgad Road, Pune - 411041
Email id:directorcpc.placement@sinhgad.edu | URL: www.sinhgad.edu |
Priyanka Karande - 9552569861/Shweta Pawar -9552510910/Sapna Aher - 9552510911

On Wed, 19 Apr 2023 at 08:17, BrightSea Technoloy <brightseatech@gmail.com> wrote:
Hello Maam /Sir,

We have an opening for MBA Marketing Students. I called up many of them and all of them are interested for finance domain and not for the BDA Profile.

Request you to share an MBA Marketing Students list asap.

Regards,
Bhakti

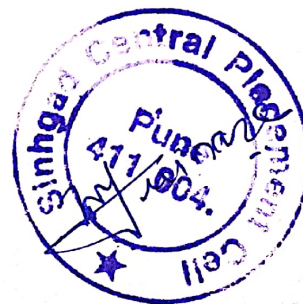
On Tue, 18 Apr 2023 at 16:20, Director CPC Placement <directorcpc.placement@sinhgad.edu> wrote:
Dear Team,

Thankyou for the telephonic interview mail.
We have informed the shortlisted students accordingly.

Regards,
Dr. Jayesh L Minase
Dean
Central Placement Cell
Sinhgad Management Institutes.
Working Hours: Mon- Fri | 10:00 am - 4:00 pm.



S.No.	Full name of the students (First middle last)	Major Specialization		
1	MONALI DATTATRAY KESKAR	MARKETING		
2	Prachi Sahadeo Rojatkar	Marketing	Final Select	
3	Prajakta balkrishna ghadge	Marketing	Final Select	
4	Pratik Laxman Wabale	Marketing		
5	SATYAM ANANDRAO TAMHANE	MARKETING		
6	Shruti Anilkumar Dasare	Marketing	Final Select	
7	vaibhav Bhagwan Gosavi	marketing management		
8	Vishwas Sharad Agashe	Marketing		





WELCOME TO WIPRO

29 March, 2022

Dear **Ritika Desai**,

Welcome to Wipro Limited and congratulations on your appointment as **ADMINISTRATOR**.

For us at Wipro, success is the outcome of choice and expectations, more than a matter of circumstances, and we are delighted that you have chosen us. Your terms of appointment are elucidated in detail in the Appointment Letter. Please go through and confirm your acceptance by selecting "Submit" on the offer form.

We have an introductory session on your day of joining, which will provide you with a brief overview of Wipro, its policies and practices. This would come in handy to help you settle in at work. Also, we have especially designed an interactive session to introduce you to something close to our heart and our way of life - the Spirit of Wipro.

In the next few weeks, you will meet your colleagues and managers. Feel free to let them know what you intend to accomplish with your new responsibilities.

We are confident that you will add value through your role and strengthen Wipro's values by living the Wipro way of life every day. Looking forward to a long-term relationship and wishing you all the success at Wipro.

Signed by Ritika Desai | Desairitika11@gmail.com | 30-03-2022 08:25:48 AM IST | 152.57.240.17

**Best regards,
For Wipro Limited.**

Vishwas Deep
Global Talent Acquisition Head

(We would like to emphasize that the offer of appointment is subject to completion of your reference check.)

In case you need any clarifications regarding your job, salary, or any policy, please contact **Nishant RATHORE** At nishant.rathore2@wipro.com.



Registration Certificate
Government of Maharashtra
Food And Drug Administration
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006



/ Registration Number: **21523032000282**



- | | |
|--|--|
| 1. Name and permanent address of Food Business Operator (FBO) | ARIHANT FOOD INDUSTRIES
PLOT NO A-18 , Nimblak , Ahmednagar
Taluka, Ahmadnagar, Maharashtra-414111 |
| 2. Address of location where food business is to be conducted / premises | PLOT NO A-18, Nimblak, Ahmednagar
Taluka, Ahmadnagar, Maharashtra -
414111 |
| 3. Kind of Business | General Manufacturing |
| 4. Photo Identity Card | N/A |



This Registration certificate is issued under and is subject to the provisions of FSS Act, 2006 all of which must be complied with by the petty food business.

Place / Ahmadnagar

Registering Authority

Issued On / 05-03-2023 (New Registration)

Valid Upto: 04-03-2028 (For details, refer Annexure)

Annexures:

1. [Product Annexure](#)
2. [Validity Annexure](#)
3. [Registration Id Card](#)

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(<https://foscoss.fssai.gov.in>) with your user id and password or call us at 1800112100 for any clarification.**
2. **This Registration Certificate is only to commence or carry on food businesses and not for any other purpose.**
3. **This is computer generated Registration Certificate and doesn't require any signature or stamp by authority.**
4. **This Registration Certificate is allowed to conduct food businesses activities having annual turnover upto Rs. 12 Lacs only.**

Product Annexure



Registration Certificate
Government of Maharashtra
Food And Drug Administration
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006



/ Registration Number: **21523032000282**

Detail(s) of Food Item

[Note:Only standardised food products are allowed to be manufactured as per the list available on FoSCoS.]

Manufacturer Unit				
Sl.No.	Food Category	Sub-Food Category	Product	Kind of Business
1	06 - Cereals and cereal products, derived from cereal grains, from roots and tubers, pulses, legumes and pith or soft core of palm tree, excluding bakery wares of food category 7.0	06.2 - Flours and starches (including soybean powder)	Atta [06.2.1]	Manufacturer

Validation And Renewal Annexure



Registration Certificate
Government of Maharashtra
Food And Drug Administration
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006



/ Registration Number: **21523032000282**

Validity From	Validity Upto	Issued On	Fee Paid	Type
05-03-2023	04-03-2028	05-03-2023	500 INR	New

Suspension History

S.No	History	Date
N/A		

Current Status of Registration: Registration Certificate issued

Note:

1. Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(<https://foscoss.fssai.gov.in>) with your user id and password or call us at 1800112100 for any clarification.

Registration ID Card

Registration ID Card	
	Registration ID: 21523032000282
	Valid Upto: 04-03-2028
	Name: ARIHANT FOOD INDUSTRIES
	Address: PLOT NO A-18, Nimblak, Ahmednagar Taluka, Ahmadnagar, Maharashtra - 414111
	KOB: General Manufacturing
	Govt ID Card: N/A
	
Issuing Authority: Ahmadnagar	
Issued On: 05-03-2023	
[Disclaimer: This Registration ID card is issued only for the provisions laid down under Food Safety and Standards Act, 2006 and hence, shall not be used for any other purpose.]	

SERVICE AGREEMENT

This agreement lays down the terms of employment, agreed upon by the employer and employee. Whether stated explicitly in the agreement or not, both the employee and the employer have the duty of mutual confidence and trust, and to make only lawful and reasonable demands on each other.

This SERVICE AGREEMENT (Hereinafter, the "Agreement") is entered into on this _____(Date),

BY AND BETWEEN

L-Cube Innovative Solutions Private Limited, a private limited company incorporated under the Companies Act, 1956, having its registered office at **#1148, I Block, 6th Avenue, Anna Nagar West, Chennai - 600040** (hereinafter referred to as the "Company" or "Employer", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns),

AND

_____ son/daughter/wife of _____ aged ____ years and residing at _____ with Aadhar No _____ (hereinafter referred to as the "Employee", which expression shall, unless repugnant to the meaning or context hereof, be deemed to include all permitted successors and assigns).

WHEREAS, the parties hereto desire to enter into this Service Agreement to define and set forth the terms and conditions of the employment as per the employment agreement;

This agreement fact and reasons were very clearly explained to the employee _____ and he/she wholeheartedly appreciated the logic behind this requirement. After a series of discussions about their need to serve with company for further a minimum period of 2 years, employee _____ agreed wholeheartedly by their own volition for working at least 2 years in Company. Consequent to this amicable understanding, the Employee and the Company have come to a mutually dependent agreement wherein the employee will serve with the Company for at least 2 years.

1. Upon execution of this Agreement, the employee would be posted as the _____ of the Company. This service agreement shall be valid on successful completion of your probation period and in addition the employment agreement laid out with all the other details in relation to the employment conditions.
2. During the term period of this Agreement, the Company may change the employee's above mentioned post (or position) or location based on the Company's production, operation or working requirements or according to the employee's working capacities and performance, including but not limited to adjustments made to the employee's job description or work place, promotion, work transfer at the same level, and demotion, etc., or adjustments made to the employee's responsibilities without any change to employee's post (or position).
3. It is understood and agreed that the first 180 days (six months) of employment shall constitute a probationary period ("**Probationary Period**") during which period the Employer may, in its absolute discretion, terminate the Employee's employment, without assigning any reasons and without notice or cause.
4. After the end of the Probationary Period, the Employer may decide to extend the probation or confirm the Employment of the Employee, in its sole discretion.
5. After the end of the Probationary Period, this Agreement may be terminated in accordance with Clause 12 of this Agreement.
6. The Company agrees to Employ, and the Employee agrees to work with the required professional skills, technical capabilities resources for the Company for a minimum term of 2 years (24 months) including the Probation Period.
7. The Company will continue to assess employee's performance periodically as per its Performance Management System and effect the salary revision as deemed fit during the company's annual pay revision cycle.
8. The Employee, through this agreement, affirms that he will not seek any alternative employment for a minimum period of Two Years from (Joining Date) and shall be partnering the Company's growth plan with diligence and contributions to the best of his abilities as a full- time employee of the Company.
9. That the said Employee shall not, during the period of this agreement, work directly or indirectly or part-time in any trade or business either as employee or employer or partner or advisor or in any other capacity without written approval from the Management.
10. In case the Employer terminates the employment without just cause, in which case the Employer shall provide the Employee with advance notice of termination or compensation in lieu of notice equal to 3 month(s).
11. The Employee may terminate his employment at any time after completion of total period of **2 years (24 months)** by providing the Employer with at least 3-month(s) advance notice of his intention to resign.
12. However, till/ before the completion of total period of 2 years (24 months), if the Employee wish to terminate the employment or wish to resign, the Employee is bound to pay **Rs.75,000/- (Rupees Seventy-five thousand Only)** towards the liquidation damage & the breach of employment agreement, failing to do so will invoke legal liability towards the employee. The Employee may terminate on the last

day of the month in which the date of the Employee's death occurs; or the date on which the Company gives notice to the Employee if such termination is for Cause or Disability.

For purposes of this Agreement, "Cause" means the reasons for which Company can relieve/terminate the employee without any payment during the period of **2 years (24 months)** are Employee's

- a) Non-performance, any act subversive of discipline.
- b) Insubordination or disobedience, theft, fraud, dishonesty
- c) Any act of moral turpitude
- d) Sexual harassment and misconduct
- e) Court conviction
- f) Gross misconduct resulting in material damage to the company
- g) Willful damage or loss of Employer's property
- h) Bribery and habitual lateness or absence
- i) False information about Educational/Professional Qualifications and or suppression of past employment in any company or submission of fraudulent documents relating to age, employment service, salary/annual remuneration packages, and
- j) or any other willful and material breach of this Agreement.

13. That in the event of any dispute or difference arising between parties hereto either during the subsistence of this agreement or afterward relating to this agreement, the same shall be referred to the Arbitration of Corporate HR/ Admin Head of the Company whose decision shall be final and binding on the parties. The provisions of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable. Chennai courts alone will have exclusive jurisdiction in all matters connected with this agreement.

14. Employee will be automatically enrolled in **National Skill Registry (NSR)**

IN WITNESS WHEREOF, the Employee has hereunto set his hand, and the Company has caused these presents to be executed in its name and on its behalf, all as of the day and year first above written.

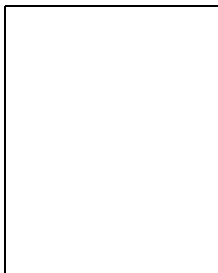
(Employee)

(The Employer)

Name: _____

Designation: _____

Represented By: L-Cube Innovative Solutions Pvt. Ltd.



Employee Photo Duly Cross-Signed

Witness Photo Duly Cross-Signed

Name:

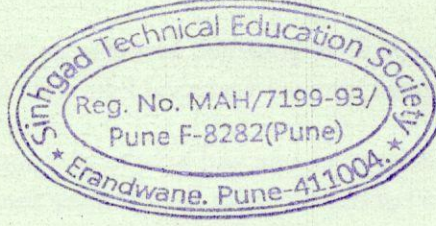
AADHAR #

Order of Appointment

STES/2023-2024/2651

02/11/2023

Ms. Amruta Rajesh Dhande
Gopal Nagar, Badnera Road,
Amravati - 444607
Mobile – 8329916511



~~Sir~~ / Madam,

With reference to your application dated **11.10.2023** and subsequent interview on **01.11.2023** before the Local Selection Committee for the post of **Asst. Professor** the undersigned is pleased to inform you that you are hereby appointed as **Asst. Professor** in **Sinhgad Institute of Business Administration & Computer Application, Kusgaon (Bk.), Lonavala w.e.f. 03.11.2023 to till end of Academic Year 2023-2024 (i.e. upto 31.05.2024 only).**

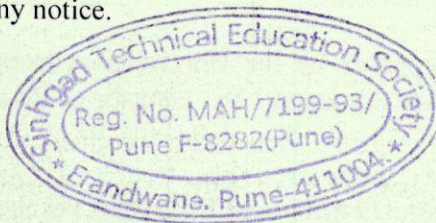
- i) You will be paid pay in pay band of **₹ N.A.** per month in the pay band of **₹ N.A.** plus Admissible allowances as per STES Rules.
- ii) You will be paid consolidated salary of **₹ 35,000/- per month.**

Your appointment is subject to the following conditions that :

- a) The appointment and pay etc. are approved by the University concerned / Director of Technical Education / Director of Higher Education / Dy. Director of Education as the case may be.
- b) You should acquire the qualifications (Ph.D / M.Phil /M.E. or B.Ed.) as the case may be laid down by the University or State Government within the prescribed period.
- c) There are prescribed number of minimum students for the subject for which you are appointed.
- d) You should submit the originals as well as the true copies of passing certificates, marksheets, experience certificate, discharge / relieving certificate, LP. Certificate and proof of your age before joining.
- e) You should communicate your acceptance within four days from the date of receipt of this Order of Appointment, failing which your Order of Appointment is liable to be cancelled. Two acceptance forms, one for the Secretary, Sinhgad Technical Education Society and the other for the Head of the Institutions are enclosed.
- f) Your service for the next academic year shall be continued subject to your qualifying in the GATE/NET/SET Examination whichever is applicable or Registration of Ph.D. / ME Course and subject to your selection by the selection committee duly constituted as per the rules of concerned University / DTE etc.

Please note that :

1. Your appointment is on temporary basis for Academic Year 2023-2024 w.e.f. 03.11.2023 to till 31.05.2024 only and you will be automatically relieved on 31.05.2024 at the close of office hours. No separate relieving orders will be required to be issued by this office.
2. Your services will be governed by the rules & regulation of the University concerned, State Government and Sinhgad Technical Education Society issued from time to time.
3. In case of resignation, you will have to give notice of one month or basic pay (i.e. Pay in Pay Band + AGP) of one month in lieu of notice period.
4. Your services are transferable to any other institution of Sinhgad Technical Education Society.
5. You will have to execute an agreement bond on a stamp paper worth Rs.100/-, to the effect that you will serve Sinhgad Technical Education Society for the period of your appointment in accordance with the service conditions for the employment in the institution. A copy of the agreement is enclosed.
6. You will have to undergo medical examination by the Medical Officer of STE Society, Pune before joining duties. The appointment will be provisional, pending production of medical certificate that you are free from any contagious disease and that you are physically fit for employment on the staff of STE Society's institution.
7. In case you are found irregular and negligent in your duties, your appointment may be terminated without any notice.
8. If you are involved in activities contradictory to law, your appointment may be terminated without any notice.



Yours faithfully,

**President / Vice President
Sinhgad Technical Education Society
Pune 411 041**

Accepted

Copies: ...

1. Founder Secretary, STE Society, Karve Road, Pune 411 004
2. Director, Sinhgad Institute of Business Administration & Computer Application, Kusgaon (Bk.), Lonavala
3. Campus Director, STE Society, Kusgaon (Bk.), Lonavala
4. Personal File.

FITART HEALTH & WELLNESS PRIVATE LIMITED



CIN- U74999MH2018PTC312698

D13 September 2023

Ms. Maithily Dhumne
11, Shivneri Society
Arni Road, Yavatmal

Dear Ms. Dhumne,

We are delighted to extend an offer of employment to you for the position of Pre and Post Sales Associate at FitArt Health and Wellness Pvt. Ltd. We were highly impressed with your qualifications and experience, and we believe that your skills and enthusiasm will be a valuable addition to our team. Your expected start date will be September 20th, 2023.

Job Title: Pre and Post Sales Associate

Here are the terms and conditions of your employment:

1. ***Probation Period:*** You will be on probation for a period of 10 days starting from your joining date. During this period, you will receive a fuel allowance of INR 1000 to assist with your commuting expenses.
2. ***Salary:*** After successful completion of the probation period, you will be entitled to a monthly salary of INR 17,000 for the next three months.
3. ***Salary Review:*** Following the initial three months, your performance and contributions to the company will be assessed. Based on your performance, we will consider revising your salary accordingly.
4. ***Benefits:*** As a valued member of our team, you will be eligible for any employee benefits that are applicable to your position and in accordance with the company's policies.

FITART HEALTH & WELLNESS PRIVATE LIMITED

CIN- U74999MH2018PTC312698



Please confirm your acceptance of this offer by signing and returning a copy of this letter by 15th Sept 2023, indicating your agreement with the terms and conditions outlined herein. If you have any questions or require further clarification, please do not hesitate to reach out to us.

We are excited to have you join our team at FitArt Health and Wellness Pvt. Ltd. and look forward to working with you to achieve our mutual goals.

Warm regards,

Adwait Yamsanwar

Rutwik Joshi

Director

FitArt Health & Wellness Pvt Ltd

 **@fitart_the.fitness.app**



SPECTRUM TALENT MANAGEMENT (P) LTD.

Letter of Intent-Final Placement

April 11, 2023

Dear Akshay S. Diware,

We are pleased to make an offer to you with IndiaMART InterMESH Ltd. as follows:

Position-Executive-Client Acquisition

CTC- 3,30,000/-LPA

Location-Pan India

An offer letter will be issued to you post successful completion of your documentation.

In order to facilitate the above, you are required to submit the documents listed in the Annexure.

Kindly sign and return a copy of this letter as a token of your acceptance.

Yours Sincerely,

For Spectrum Talent Management Pvt. Ltd.

(Authorized Signatory) (Signature)

C-142, SECTOR 63, NOIDA - 201301, TEL - 0120-3184200-900
VISIT US : WWW.SPECTRUMTALENT.CO.IN

RPO : Executive Search : Flexi-Staffing : Payroll



SPECTRUM TALENT MANAGEMENT (P) LTD

Documents required for issuing the offer letter

We request you to send the below listed documents at somya.mathur@indiamart.com as they are mandatory for our records and are necessary for the completion of joining formalities so that we can issue the offer letter to you.

- 1) PAN Card(*Please apply if you do not possess one and share acknowledgement with us*)
- 2) Aadhar Card(*Please apply if you do not possess one and share acknowledgement with us*)
- 3) Valid Driving License and 2-Wheeler RC
- 4) 10th Marksheet
- 5) 12th Marksheet
- 6) All semester wise mark sheet for Graduation (in case of any backlog, please share all mark sheets)
- 7) All semester wise mark sheet for Post-Graduation
- 8) No Objection Certificate from College/Institute or Provisional Degree

Note: LOI have been shared to you basis of information shared by you at the time of interview, however if any discrepancy found during the document check/joining offer stand void

Should you have any queries, please feel free to contact Ms. Somya Mathur @9889065631.

I accept the terms conditions of this offer

(Candidate's Signature)
Name and Date

C - 142, SECTOR 63, NOIDA - 201301, TEL - 0120 - 3384800 - 900

VISIT US : WWW.SPECTRUMTALENT.COM

RPO

Executive Search

Flexi-Staffing

Payroll



OFFER LETTER

To,

SHUBHAM DUBE

Junnar,

Contact No.: 9172427157

Email ID: shubhdube17@gmail.com

Date: 1st April 2021

Dear Shubham,

On Behalf of TROCKO LOGI PRIVATE LIMITED, we are delighted to offer you the Position of "Station Manager MHJD (Junnar)" RoMH, Pune, West Zone. Your compensation is divided into two parts Fixed : Variable. Fixed Annual CTC Rupees 204,000/- and Monthly CTC has been Rupees 17000/- As per Annexure I. You will be joining the organization on before dated 1ST Nov 2020.


- A) You will be on Training Period for the **3 Months** From the date of offer acceptance or longer at the sole discretion of the company. During this period your service can be terminated by either you or the company given the other "**7 days**" notice in writing.
- B) While in service of the company, you shall not enter the employment of or act as an advisor or consultant to any other person, Firm or company or be interested directly or indirectly in any business or concern whatsoever. You Shall devote your whole time, energy and ability to the service of the company.
- C) You shall not disclose your compensation details, either directly or indirectly to any other employee of the company, as the same will have to be treated in strict confidence. You shall not directly or indirectly, endeavor to access the compensation details of any other employee of the company.
- D) You shall also not join any competitors of the company for a minimum period "**2 Years**" after severance of service and after being relieved by the company.
- E) This appointment is subject to you being medically, Physically and mentally being fit. The continuous in your employment will also subject to your remaining fit.

TROCKO

- F) If you are at any time guilty of misconduct, commit any breach of this agreement, or refuse or willful neglect to perform to the satisfaction of the company, the company may at once, without any previous notice terminated your appointment.
- G) The validity of this offer letter is subjected to the background check and document check conducted by the company, in case there are any false/Incorrect/ discrepancy found in these checks/documents then the company has right to revoke the offer made to terminate the employment without any notice or payment of Salary.
- H) Post the training period employees has to give "1 Month" Notice or payment of "1 Month" Salary in lieu thereof unless expressly permitted in writing to pay for any shortfall in the notice period.
- I) Any leaves taken during the notice period will be treated as a loss of pay (LOP). If the notice period is not served partially or in full, then the company will recover the cost in lieu of number of days not served from the salary and/or reimbursement (Both included) from the employee. Also relieving documents in this case will be withheld until recovery is made in such cases.
- J) The IT and PT Deduction as per the Income Tax slab and professional tax slab. PF & ESIC Contribution as applicable will be deducted.

We take pleasure in welcoming you to Trocko Logi Private Limited for an Exciting and rewarding career ahead.

For Trocko Logi Private Limited

For Trocko Logi Private Limited

 Authorized Signatory



Date: 22 Dec 2022

Dear Gaurav,

We are thrilled to invite you to join Xanadu, a unique and exceptional talent powerhouse created with a mandate to build momentum and act as a business accelerator for ambitious businesses.

Basis our discussions and engagements, we are pleased to invite you aboard as Management Trainee.

A detailed appointment letter will be given to you on your joining. The compensation would consist of two parts-Fixed Pay and Performance Linked Variable Pay which together will be treated as Cost-to-Company (CTC). We have made your compensation structure as friendly as possible.

The detailed compensation structure is attached as "Annexure".

The company is committed, among other key issues, to the enhanced financial well-being and wealth creation for our talent and the same shall always be a critical part of the organisational approach.

Please do mail us back with your acceptance of the offer and proposed date of joining.

Sincerely,

Welcome aboard.

Vikas Chaturvedi
Chief Executive Officer

Xanadu Realty Limited
Unit 3A102, Wework Raheja Platinum,
Sag Baug Road, Off Andheri-Kurla Road,
Marol, Andheri East, Mumbai 400059
E: info@xanadu.in **M:** +91 70450 28898

CIN: U70102MH2008PLC183620

I N S P I R I N G M O M E N T U M



"Annexure A"

Name of the Associate: Gaurav Fegade
Designation: Management Trainee

Components	Per Annum (INR)	Per Month (INR)
Basic	₹ 273,000	₹ 22,750
HRA	₹ 136,500	₹ 11,375
Conveyance Allowance	₹ 19,200	₹ 1,600
Reimbursement*	₹ 141,400	₹ 11,783
Special Allowance	₹ 22,550	₹ 1,879
Employer's Contribution - PF	₹ 21,600	₹ 1,800
Fixed Pay	₹ 614,250	₹ 51,187
Performance Linked Variable Pay	₹ 68,250	
Total CTC	₹ 682,500	

Benefits :

1) Associate will be covered for Mediclaim of 3 lacs for Self & Family (Family will include: spouse, upto 2 kids & either Parents or Parents in law)

Notes:

- 1) *Reimbursement will be taxable for non-submission of relevant documents or in cases of opting out
- 2) Gratuity will be applicable as per The Payment of Gratuity Act 1972
- 3) Performance Linked Variable Pay will be paid out to you basis performance. The business targets basis which this component will be paid out to you shall be communicated to you separately.

10.07.2021

Mr. Harshwardhan Subhash Funde
Planning & Design Dept. H.O. (9)
Employee No. 15324

Dear Mr. Harshwardhan,

The Management is pleased to inform you that, your services as 'Jr. Engineer - Civil' in Grade 'SET-1' & have been confirmed wef. 01.04.2021 and your upward revised salary wef. 01.04.2021, is as under :-

CTC Structure	
A. Monthly	Amt In Rs. PM.
Basic	7,200
HRA	2,160
Personal Pay	8,640
Educational Allowance	200
Medical Reimbursement	800
Total (A) :	19,000
B. Sodexo Copons	Total (B) :
	0
C. Yearly	
Bonus / Ex-Gratia pm.	1,400
Total (C) :	1,400
D. Retirals :	
PF @12% of Basic	864
Gratuity (As Per Law)	346
Total (D) :	1,210
Total A + B + C + D :	21,610

The other terms and conditions of your Appointment Letter & CTC Structure (Annex-I) dated 12.01.2021, remain unchanged.

Please note that, the Management reserves the rights to alter, modify or change the CTC Structure, if required.

We hope that you will continue to work with the same zeal and vigor.

For B.G. Shirke Construction Technology Pvt.Ltd.

Prashant Ambulgekar
Vice President - HR.



Letter Of Intent - State Street HCL

3 messages

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: anujbgaikwad@gmail.com <anujbgaikwad@gmail.com>

Thu, Dec 29, 2022 at 13:01

LETTER of INTENT

Date – 29 December 2022

Pune

Dear Gaikwad Anuj Baliram,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

::DISCLAIMER::

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Anuj Gaikwad <anujbgaikwad@gmail.com>
To: sknssbm.placement@sinhgad.edu

Thu, Dec 29, 2022 at 15:36

[Quoted text hidden]

SKNSSBM PLACEMENT <sknssbm.placement@sinhgad.edu>
To: Anuj Gaikwad <anujbgaikwad@gmail.com>

Thu, Dec 29, 2022 at 15:40

Send in proper PDF
[Quoted text hidden]

Sinhgad Technical Education Society | www.sinhgad.edu

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Annexure A

Name: Gaikwad Kajal Mukund

Designation: Engineer Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7129	85,548
Annual Gross Compensation			353,988
Incentive Indication (per annum)**			22,500
Annual Total Compensation			376,488
Company's contribution towards benefits (Medical, Accident and Life Insurance)			19,500
Gratuity			6,003
Annual Total Remuneration			401,991

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage and Group Term Life Insurance Coverage
- 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
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

Provident Fund Wages: For the purpose of computing contribution to Provident Fund, Pension Fund & EDLI Scheme, "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. # ESI Eligible Wages: 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. Earned ESI Wages: 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 Contribution 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 pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Monthly Compensation payable for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be paid to the employee on the day of separation with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

Regional Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

Director

S. N. Sinhgad School of Business Management
S. No. 10/1, Ambegaon (Bk.), Pune - 411 041

Director

S. N. Sinhgad School of Business Management
S. No. 10/1, Ambegaon (Bk.), Pune - 411 041



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.

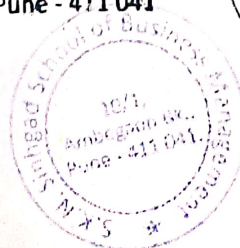
Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. 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.

Login to <https://nonecognizant.cognizant.com> -> Total Rewards App for more details


Director

S.K.N. Sinhgad School of Business Management
S. No. 10/1, Ambegaon (Bk.), Pune - 411 041

Director
S.K.N. Sinhgad School of Business Management
S. No. 10/1, Ambegaon (Bk.), Pune - 411 041



Crompton Greaves Consumer Electricals Limited
Registered & Corporate Office: Tower 3, 1st Floor
East Wing, Equinox Business Park, LBS Marg,
Kurla (West), Mumbai 400 070, India
Tel: +91 6167 8499 F: +91 22 6167 8383
W: www.crompton.co.in. CIN: L31900MH2015PLC262254
Date: 21/02/2023

Kumar Gaikwad

House no.64 , near mayur mitra mandal, khadakwasla, sinhgad road, Pune-411024

Dear **Kumar**,

LETTER OF OFFER

We refer to our discussions with you, and are pleased to offer you a career with Crompton Greaves Consumer Electricals Limited, in terms of the offer details discussed, as under:

Grade: E1
Designation: Trainee-Sales
Location: Pune (PUN)

This offer of employment is conditional upon Favourable References and Background checks, should one be conducted by Crompton, if not already conducted.

The appointment letter incorporating the detailed terms and conditions of employment will be issued to you on the date of your joining. You are requested to please submit all the required documents as detailed in the Annexure to this letter.

Please print a hard copy of this offer letter, sign the same, and submit for our records as a token of your acceptance of this offer. Your date of joining will be on or before 01/06/2023

Welcome to Crompton Greaves Consumer Electricals Limited! We look forward to you joining us.

Regards and Best Wishes.

Yours faithfully,
for Crompton Greaves Consumer Electricals Limited

Satyajit Mohanty
VP - HR

Remuneration Statement

Next review on:01/04/2024

Opted for Superannuation: No

	Proposed p.m. (INR)	Proposed p.a. (INR)	Remarks
I. Basic Salary			
Basic	5,701.00	68,412.00	
Cost of Living Allowance	9,300.00	111,600.00	
II. Allowance			
House Rent Allowance	7,501.00	90,006.00	
Education Allowance	800.00	9,600.00	
Special Allowance	14,087.00	169,043.00	
III. Reimbursements			
Leave Travel Concession	500.00	6,000.00	Can be increased by adjusting the same against Special Allowance. Please refer policy for limits
Gross Pay (I + II + III)	37,888.00	454,661.00	Subject to statutory deductions
IV. Other benefits (valued)			
Premium Insurance Scheme	1,257.00	15,079.00	Employee's contribution towards Insurance benefits mentioned in section VII
V. Retirals			
Provident Fund (@ 12% of basic + CLA)	1,800.00	21,601.00	Employer's contribution. Employee contribution will be deducted from the gross salary.
Gratuity (as per Gratuity Act)	722.00	8,659.00	Valuation for CTC calculation. Payable only after completion of 5 yrs. of service
Fixed Compensation (I + II + III + IV + V)	41,667.00	500,000.00	
VI. Incentive @100% Target Achievement	0.00	0.00	Payable on quarterly basis or the frequency as decided by the organization
Total Remuneration (I + II + III + IV + V + VI)	41,667.00	500,000.00	
VII. Insurance benefits (non-valued)			
Retention Bonus	100,000.00		Will be paid after successfully completion of two years
Group Medical Insurance	22,917.00	275,000.00	As per company's policy
Group Accident Insurance	166,667.00	2,000,000.00	As per company's policy
Group Term Life Insurance	145,833.00	1,750,000.00	As per company's policy

Joining Bonus:

Other important points

N1. Taxes as applicable, to be borne by the incumbent, as per prevailing tax laws.

N2. Employee's contribution towards social security will be deducted from the gross pay. The amounts mentioned above are employer's contribution

N3. Claw-back condition for Joining Bonus: 100% recovery from employee's F&F if separation happens before 12 months; 50% for separation within 24 months.

N4. Phone Expenses upto Rs. 36,000 P.A. can be claimed as reimbursement against special allowance.

N5. Retention Bonus will be paid on successful completion of two years

Disclaimer:

The contents of this communication are checked for its correctness. However, in case of any discrepancies in the statement, management reserves the right to correct the communication as per records available with company.

The company schemes for employee benefits as given above, may be amended from time to time

Documents:I. Mandatory Documents to be carried in original along with a copy, on the date of joining:

- (i) Proof of Birth Date (Birth Certificate)
- (ii) Photocopy of PAN CARD and AADHAAR CARD (Mandatory)
- (iii) Educational Qualification Certificates from 10th Standard to Highest Qualification with Mark Sheets and Degree Certificates
- (iv) Proof of your present emoluments as represented by you, during your recruitment process
- (v) One (2 x 2 inch OR 35 x 45 mm) colour photograph and one scanned photograph in any light coloured professional attire with Red Background
- (vi) All your Experience & Relieving letters

II. Documents for Hospitalization Membership:

The following documents are required to be submitted for Hospitalization Membership:

- (i) Dependent Parent (Mother & Father) Date of Birth Proof with Photograph (Upto the age of 80 years only)
- (ii) Spouse Date of Birth Proof with photograph
- (iii) Children (Max 2) Date of Birth Proof with Photograph (children upto the age of 24 only)

III. Documents for opening Salary Account:

The following documents are required to be submitted for Salary Account Opening:

- (i) Two Colour Photograph (2 x 2 inch OR 35 x 45 mm)
- (ii) Address Proof (Any One) – 1 Copy (Self Attested)
 - a) Passport
 - b) Driving License
 - c) Aadhaar Card
 - d) Electricity Bill Copy (Latest Month)
 - e) Telephone Bill (Latest Month)
 - f) Bank Statement (Latest & Cancelled Cheque) [Co-operative Bank statements not accepted]
 - g) Mobile Bill (Latest Month Bill)
 - h) Election ID/Voter ID Card
- (iii) Photo ID: Any one of the following 1 Copy (With Clear Photo and Self Attested)
 - a) Pan card
 - b) Passport
 - c) Election ID
 - d) Driving License
 - e) Aadhaar Card

Regards and Best Wishes.

Yours faithfully,
for Crompton Greaves Consumer Electricals Limited

Satyajit Mohanty
VP - HR



SWARGATE: OFFICE NO.305/27, 3RD FLOOR,
ADINATH SHOPPING CENTRE, ADINATH SOCIETY,
PUNE-SATARA ROAD, PUNE 411037
MOB:9822360661

Subject: Appointment Letter

Dear **VIVEK KESHAVRAO GAJBHIYE**

Congratulations on your appointment and welcome to SHRADDHA INFOSYSTEMS
we would like to confirm your appointment as **"Tally Support Executive"**.

Below are the terms and conditions:

Starting Date:

Your starting date is **21st October, 2022**

Work Timings

Your work timings are from 10:00 AM to 7:00 PM.

Probation Period

You will be on a probation period for the one years from the date of joining. Upon successfully completing the probation period, your employment will become permanent status with SHRADDHA INFOSYSTEMS.

Notice Period Clause

If the employee desire to leave the company, he/she needs to serve the notice period of 2 Month. If an employee leaves without intimation Employer will deduct one month salary.

SHRADDHA INFOSYSTEMS

CEO – MANISH DHALAWAT

HCL/OFFR/067/2023-24

September 25, 2023

Mr. Sahil Gawade
Gawade Wasti,
Waghale, Shirur,
Pune - 412209

Sub: Offer of Appointment as Officer – HR & Administration.

Dear Mr. Gawade,

Welcome to the Hitech family,

With reference to your application and subsequent interview, we are pleased to offer you the position of Officer – HR & Administration.

This offer will remain open till October 03, 2023 for acceptance.

You are requested to submit Soft copies of the following documents at the time of joining:-

1. Date of Birth certificate (School Leaving Certificate etc)
2. Certificate/s of educational qualification (Xerox of Mark Sheet/s)
3. Relieving letter from the last employer.
4. Last pay slip from the last employer.
5. Address Proof (i.e. Adhaar Card / Voter's ID / Driving License / Telephone Bill etc)
6. Copy of PAN Card.
7. Certificate of Merit (If any)
8. Four passport size photographs.

You are requested to confirm the date of joining at the earliest.

You are requested to kindly return a scanned copy by email of this letter duly signed as a token of your acceptance of the same.

Thanking you,

Yours truly,
For HITECH CORPORATION LTD.

**PRASAD
SRINIVASACHAR
RAGHAVENDRA**

Digitally signed by
PRASAD SRINIVASACHAR
RAGHAVENDRA
Date: 2023.09.25 17:25:51
+05'30'

GENERAL MANAGER – HR & IR

Received & Accepted

(Sahil Gawade)



Hi Himanshu Gawande

Date March 25, 2023

Sub: Offer Letter | Cataloging for AJIO

Congratulations! You have been shortlisted for **Cataloging for AJIO** with Awign. You will be informed about the next steps shortly. Meanwhile please go through the details of the project.

Note: This offer letter does not guarantee in any way that you are selected for this project. You will receive updates on your next step via in-app notification as well as to your registered mobile number and email. The final selection for the project will depend on successful completion and performance in all the steps. You will be able to view your application status in the Awign App/ Website.

Cataloging for AJIO

1. Roles and responsibilities

- For the allocated pool, you'll have to audit the catalogs.
- You will have access to the client tool, and it will be your responsibility for any violations.
- Catalog information must be corrected in accordance with the guidelines.
- You must complete all styles assigned to you before the deadlines you've been assigned.

2. Payout structure

- If, Monthly Quality= <85%
 - Avg Monthly Quantity= <200, Payout of INR 2
 - Avg Monthly Quantity= 200-300, Payout of INR 3
 - Avg Monthly Quantity= >300, Payout of INR 3
- If, Monthly Quality= 85-95%
 - Avg Monthly Quantity= <200, Payout of INR 4.5
 - Avg Monthly Quantity= 200-300, Payout of INR 4.5
 - Avg Monthly Quantity= >300, Payout of INR 4.5
- If, Monthly Quality= >95%
 - Avg Monthly Quantity= <200, Payout of INR 4.5
 - Avg Monthly Quantity= 200-300, Payout of INR 6
 - Avg Monthly Quantity= >300, Payout of INR 7
- The QC will be done by the client and account quality will be determined on the minimum sample size of 20 options/month.
- *An audit refers to auditing which includes rectification of incorrect entries updated by the seller as per the guideline and submitting it in the client tool, subject to QC approval.*
- *Any violation of the rules will result in immediate termination and loss of pay.*

3. Fine Structure & Disqualification Criteria

You will be disqualified if you don't:

- Achieve your weekly targets as informed by your manager.
- Submit your leads within the given timeline and or put your leads in the wrong status without informing your manager.
- If you do not capture all the details of the products.

4. Separation Process

If you wish to discontinue the work, you must give a one-week notice, along with the immediate return of the assets like the reference documents, knowledge/ data compilation and transfer, NOC/ no dues certificate from your supervisor, etc. for closure and salary processing. Failing to do this might result in a penalty or a delay in payment.

General Guidelines

During your employment at Awign, you shall be governed and bound by the terms provided in this LOI and also the terms mentioned under Annexure - A. You may have access to trade secrets belonging to Awign. Upon confirmation of your role for this project, you must keep all of this information strictly confidential and refrain from disclosing it to anyone outside the organization.



Offer Letter_Shubham Gawande|

TALENTEEDGE Inbox



Vikram Deshpande 10:42

to me, Amruta, Pratiksha ▾



Hi Shubham,

Congratulations! We are pleased to extend an offer to be a part of the young and talented team of Talentedge as an "**Executive Operations**".

PFB, offer letter. Kindly mail your acceptance for the same.

Regards

Vikram Deshpande

Senior Associate - People Operations

M: +91 836-957-9841

E: vikram.deshpande@upgrad.com | <https://www.upgrad.com/>

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**D
ate – 29
Decemb
er 2022**

Pune

Dear ghadge suraj haribhau,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team



Tech Mahindra Limited
 Sharada Centre, Off Karve Road,
 Erandwane, Pune - 411 004, India
 Tel. : +91 - 20 - 5601 8100
 Fax : +91 - 20 - 2542 4466
 www.techmahindra.com

FileNo:380548/Campus-12/569224

April 23,2020

Mr. Aniket Ghode

Bhekrai nagar

Near Phursungi Jakat Naka,
 Pune.

Dear Mr. Aniket,

1. We refer to the discussion you had with us and have pleasure in offering you the role of **“Technical Support Engineer”** at **L1**, on the permanent rolls of our organization effective the date of your reporting for duties on the terms and conditions as specified in this Offer Letter.
2. Effective the date of your reporting for duties, you will be eligible for salary, allowances and other benefits as detailed in **Annexure I** of this Offer Letter.
3. Your attention is specifically drawn to the points listed here in, regarding your emoluments, etc.:
 - (a) Salary reviews and re-fittings will always be subject to the schedules as may be implemented by the Company from time to time. Your performance review and any compensation change, as applicable, will be done only after completion of at least one year in the Organization. Subsequent performance reviews will be aligned to the annual appraisal cycle of the Company.
 - (b) For purpose of contribution to Provident Fund, Gratuity, Superannuation Fund, if any, encashment of leave, notice pay, etc., computations will be on the basis of basic pay.
 - (c) Please note that the salary structure of the Company may be altered / modified at any time without prior notice and your package of remuneration and other terms may accordingly be altered / modified from time to time. Further, salary, allowances and all other payments/benefits will be governed by the Company's rules as well as statutory provisions in force from time to time and subject to deduction of appropriate taxes at source.
 - (d) Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to any one in any manner whatsoever.
4.
 - (a) You will be on probation for 3 months from the date of joining the Company, during which, you will be provided Initial Training. Continuance of your service on the permanent rolls of the Company is subject to your successful completion of the curricular requirements of the training. In case your performance during the training period is observed to be unsatisfactory, your services will be terminated with immediate effect.
 - (b) You are required to sign a service bond with the Company. As per the bond you will be required to successfully complete the initial training and serve the Company for a period of 2 years from the date of your joining, failing which, you will need to pay a sum of Rs.1,00,000/- (Rupees One Lakh) towards damages to the Company . The bond document needs to be attested by one surety from your side.



-:2:-

- (c) You are entitled to a one-time settlement allowance not exceeding Rs.15,000/- towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation (if not posted at hometown) at the place of initial training and subsequent posting subject to production of relevant receipts/lease agreement. Travel expenses relating to posting subsequent to initial training will be restricted to eligibility as per the travel policy of the Company. The Company shall recover the resettlement allowance in case of cessation of service within 1 year from date of joining.
 - (d) In the event of termination of services by either party, the applicable notice period will be Two months.
 - (e) Employment with the Company can be terminated by either party by serving prior written notice on the other in terms of the notice period stipulated in the Agreement. The Company is also entitled to either waive the notice period in part or in full at its sole discretion or require payment of equivalent base salary in lieu of the unserved notice period. The Company further reserves the right to terminate with sooner effect by tendering equivalent base salary in lieu of the notice period.
 - (f) In the event of your serving on the Company a notice of termination of employment by submitting a resignation letter, your release will be governed by the General Terms and Conditions of Employment in force at that point in time and subject to the satisfactory handing over of your duties, responsibilities, Company documents, Company assets, etc. to the relevant parties.
5. The Company reserves the right to carry out reference verifications or background checks prior to your joining the Company or during the course of your employment with us. Such background checks and reference verifications, amongst others, would include past employment and salary (this will include your immediate employer prior to joining us), criminal records, countries resided in or worked in, etc. The Company reserves the right to carry out banned/illegal drugs/narcotics substance screening tests on you at any point of time during your tenure. You understand and acknowledge that this is a requirement, and you have no objections whatsoever if such checks, banned/illegal drugs/narcotics substance screening tests and verifications are carried out by the Company, or a third-party agency engaged by the Company. Arising out of such verification or check or otherwise, if it is detected that the information furnished by you in your application is misstated or is unstated or documents submitted by you are not correct or banned/illegal drugs/narcotics substance screening test results are positive, the Company shall, at its sole discretion be entitled to forthwith terminate and/ or revoke your appointment with the Company, without further reference in the matter. In addition to the Company is right to carry out the above verifications, you shall fill in and sign the Criminal Disclosure Declaration, in the attached form. In the event you have been accused, charged and/ or convicted for any criminal offence, at any time whether prior or subsequent to your joining the Company, you shall make full disclosure of the same and furnish all necessary documents in support thereof. In the event you have been accused, charged and/ or convicted for any criminal offence your joining shall be subject to specific written confirmation from the Company. The Company at its sole discretion reserves the right to terminate your employment or take appropriate disciplinary action against you or revoke this Offer Letter. In the event of suppression of any facts, the Company shall be entitled to take such other action at any time as it may deem fit.

-:3:-

6. (a) During your employment with the Company, you will, at all times, observe secrecy in respect of any technical, trade or business data, customers' names/business details or any other information that might come to your knowledge or possession, which according to the Company are necessarily confidential and form valuable property of the Company. You shall not disclose nor cause the disclosure of any such data in any manner whatsoever. You will also be always responsible for protection and furtherance of the Company's best interests, including after you cease to be on the Company's rolls. In addition, in the event of your leaving the Company's services, you are expected not to take up employment or enter any type of business/commercial association with any of the Company's clients or their Associates, for a period of two years from the date of cessation of employment. You have to safeguard Tech Mahindra and its customers Intellectual Property Rights and confidential information even after termination of your employment or business relationship with TechMahindra.
- (b) All software, systems, ideas, concept, designs, documentation or any other material produced by the Associate during the period of his / her assignment to Tech Mahindra will either be Intellectual Property of TechMahindra or that of its customers. The Associate will not have any rights to such material as described above.
- (c) During your employment with the Company you will comply with the provisions of the Information Security Policies and Procedures of Tech Mahindra at all times and which shall extend beyond the normal working hours, whether inside or outside the office premises. You will also classify & manage all data under your control & ownership as per Company's policies. On-conformation with the Information security policies & procedures, copying software & other proprietary material in use or stored at Tech Mahindra & non-compliance with various legal & contractual requirements pertaining to protection of personal data will be viewed very seriously and will attract strict disciplinary action as per the disciplinary procedures of TechMahindra.
7. You will be liable to be posted at any of our Offices, Project locations, Divisions, Departments, etc., anywhere in India or abroad, including offices / centers of the Company situated in any of the SEZ locations in the country. You are also liable to be deputed to any organization at anytime, anywhere in India or abroad depending upon the requirement of the Organization. Please note that such postings / transferability is an important ingredient of the terms and conditions of your employment with the Company. In the event of such a posting/transfer/deputation, details of the terms and conditions including modifications, if any, in your emoluments, etc. will be communicated to you at an appropriate time. In addition to the specific stipulations as may be applicable to you from time to time depending on your assignment/location, you will continue to be always governed by the terms and conditions of your employment in India, unless specified otherwise in writing. In addition, in the event of you being posted overseas, you will be required to sign appropriate documents such as Service Agreements and fulfill the requirements specified therein and also adhere to the stipulations of the overseas deputation policies in force from time to time.
8. Your employment will be subject to your being found medically fit by our Medical Authority and hence you are required to undergo a pre-employment medical examination without fail. After joining the Company's rolls, your retention in the Company's services will be subject to your maintaining yourself in a state of medical fitness, to be certified by the Company's Medical Authority, as per medical fitness standards laid down from time to time

-:4:-

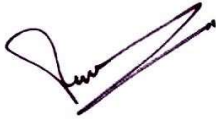
9. You are required by the Company rules not to undertake any employment or enter into any other type of association, even on part-time basis whether for any consideration or not. Contravention of this will lead to termination of your services from the Company without any notice, with no liability on part of the Company for payment of any compensation in lieu of such notice. Further, this contravention will be deemed as resignation/voluntary termination, by you, of your services without the required notice having been given.
10. The normal hours of work would be from 0900 hrs to 1830 hrs Monday to Friday inclusive, with a half-hour lunch break. Depending on project contingencies, working hours for specific Associates or groups of Associates may be modified/ altered from time to time. Further, you should be prepared to work on any shift, as may be warranted by the Company's/Client's work requirements. Associates who may be required to work in shifts shall be eligible for allowances detailed in the Company's policy. The Company does not have a provision of overtime payment.
11. You will be governed by the Company's Leave Policy as published from time to time.
12. Associates in India are paid their monthly salary through bank transfer on the last day of the month for which Associates, upon joining, should open a bank account in any of the banks specified by the Company.
13. You will be governed by the Company's rules and regulations (and practices) as enforced from time to time on matters whether specified here in or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. The Company's decisions on all such matters shall be final and binding on you.
14. You will be required to report for duties at **Pune** on **May 29, 2020 (Friday)**, failing which this Offer shall stand withdrawn automatically, without any further intimation to you.
15. On the day of joining please report to **Ms. Trupti Dhavle** latest by **9.30 A.M.**, at the following address : **Tech Mahindra Ltd., Plot No 01, Rajiv Gandhi Infotech Park, Phase - 3, Hinjewadi, Pune Special Economic Zone, Pune-411057. Maharashtra(India).**
16. You will be required to submit to our HR Department, a set of documents (as per the enclosed checklist), on receipt of the Letter of Intent and subsequently at the time of reporting for duties. Please note that the Company reserves the right not to accept you onto the rolls or after such acceptance, to discharge you from the rolls, in case you do not fulfill the requirements as specified in the checklist.
17. You are requested to note that processing of monthly pay will be subject to submission of the Permanent Account Number (PAN) details to the Company. In case you do not have a Permanent Account Number, please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of the acknowledgement would need to be submitted by you on the day of joining, for our records.

-:5:-

18. If the terms and conditions stated here in are acceptable to you, please return the acceptance copy (attached) to our Vendor **AdvikEnterprises** (Email id:-kuldeepdesh@yahoo.com), duly affixing your full signature on the last page and initials on the remaining pages. Please note that the acceptance copy should reach latest by **May 30 2020** failing which this Offer will stand withdrawn and cancelled automatically, without any further notice to you.
19. If you have any query/clarification regarding your offer or joining, please email to campusjoining@techmahindra.com

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

for Tech Mahindra Ltd.



P K Sharma
Vice President - Resource Management Group


Encl. : Acceptance Copy
: Checklist

The terms and conditions of this offer are fully acceptable to me. I shall report for duties on

(Signature)

Date :



Annexure I	
Name: Mr. Aniket Ghode Title: Technical Support Engineer Band :L1	
Total Cost to Company (TCC)(PerAnnum) 350,000	
Components of Total Cost to Company	Rs. (Per Annum)
Basic Pay	92,085
HRA (@50% of Basic Pay)	46,025
Conveyance (Grade-wise Fixed @ Rs. 800/- per month)	10,920
Personal Pay	95,235
LTA (Grade-wise Fixed annual benefit)	20,510
Bonus/Statutory Bonus #	13,650
Medical (Grade-wise Fixed annual benefit)	17,080
Employer's contribution to Provident Fund (@12% of Basic Pay)	11,025
Total Variable Pay *	34,055
Total --- (A)	340,583
Additional Benefits --- (B)	
Insurance Premiums (towards GTLI, Hospitalization and GPAL)	4,854
Gratuity**	4,563
Total Cost to Company --- (A) + (B)	350,000
* Total Variable Pay shall be disbursed as per Variable Pay Policy of the Company.	
# Bonus / Statutory Bonus, as applicable, shall be paid in 12 equal monthly installments in advance along with your regular salary level as prescribed in the Act.	
Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -	
** Gratuity : As per Payment of Gratuity Act	
Insurance a) Group Term Life Insurance (GTLI) Coverage: you would be eligible to be covered under the Group Term Life Insurance Cover, providing Life Insurance Coverage to the associates by paying a lump sum benefit of Rs. 10 lakhs to the beneficiary on the unfortunate death of the associate	
b) Hospitalisation coverage: You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of Rs. 3 lakhs (floating cover) applicable to Self, Spouse, 2 children & 2 parents. Cost of coverage of parents (if opted for) will be borne by you. If enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be Rs. 2 lakhs .	
c) Group Personal Accident Insurance (GPAL) coverage: You would be enrolled under the Company's GPAL scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident. Subsequent to reporting for the initial training or posting, you shall be entitled for a one-time settlement allowance not exceeding Rs.15,000/- towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation subject to production of relevant receipts / lease agreement. This amount is recoverable incase of cessation of service within 1 year of date of joining	
With Best Wishes, For TechMahindraLtd. <div style="text-align: right;">Accepted</div> <div style="text-align: center;">  </div>	
Name: PKSharma Vice President - ResourceManagementGroup	Signature: Date:



STRICTLY PRIVATE AND CONFIDENTIAL

Date: 05-04-2023

Dear Pratiksha Pramod Ghodke,

SUBJECT: OFFER CUM EMPLOYMENT LETTER

With reference to your application and the subsequent discussions with you; we are pleased to offer you an appointment at Bajaj Finance Limited ("Company") on the following terms:

1. DESIGNATION & BAND

You will be designated as "Functional Trainee" at **GB02 Band**.

2. PERIOD OF EMPLOYMENT

- 2.1 Basis your confirmation that you were relieved from the services of your previous employer as of the date of your joining with Bajaj Finance Limited, please note that, your employment with Bajaj Finance Limited will commence tentatively on **17-04-2023** (or any other date as may be agreed by BFL, in its sole discretion) and will continue on an on-going basis, until terminated by either party, with prior notice to the other as per Clause 5 of this Employment Letter.
- 2.2 The retirement age at the Company is 60 (sixty) years. Your employment will terminate automatically and without further notice on the last day of the month in which your 60th (sixtieth) birthday falls.

3. HOURS AND PLACE OF WORK

- 3.1 You shall be based in our **Pune - Wakdevadi** office but may be required to serve the Company in any place within or outside India, as required.
- 3.2 You may be required to travel nationally and internationally on the business of the Company.
- 3.3 You will be required to work such hours as may reasonably be expected of you and as is consistent with an appointment of this nature.
- 3.4 You may, at the discretion of the Company be transferred to any of the divisions, departments, in the Company, its subsidiaries, branches or associate companies and you shall abide by the standing orders and services rules prevailing in such place/ entity without entitlement to any extra remuneration.

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Full Name	:	Pratiksha Pramod Ghodke
Consent Details	:	Accepted
Date & Time	:	05-04-2023 07:26:01 PM
Mobile	:	9607391744
IP Address	:	103.94.57.178

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Bajaj Finance Limited

Corporate Office: 4th Floor, Bajaj Finserv Corporate Office, Off Pune-Ahmednagar Road, Viman Nagar, Pune 411014, Maharashtra, India
Registered Office: Mumbai - Pune Road, Akurdi, Pune - 411 035, Maharashtra, India

Tel: +91 20 30405060

Fax: +91 20 30405020

Corporate ID No.:
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4. SALARY

- 4.1 Your basic salary will be **Rs. 9,000/- (Rupees Nine Thousand only)** and your house rent allowance will be **Rs. 4,500/- (Rupees Four Thousand Five Hundred only)** per month. Your emoluments from the Company will be subject to tax deductions at source and other withholdings as required by law.
- 4.2 A detailed break-up of your compensation is attached as Annexure – A to this Employment Letter.
- 4.3 You hereby authorise the Company to deduct from your salary (including any salary, leave pay, sick pay and pay in lieu of notice period) all debts or sums owed by you to the Company, its subsidiaries or associate companies, including any outstanding loans (and interest thereon) due to the Company, its subsidiaries or associate companies from you.

5. TERMINATION OR RESIGNATION FROM SERVICE

- 5.1. The employment can, subject to the policies of the Company and the terms and conditions of this Employment Letter, be terminated by either party by serving **90 (Ninety days)** written notice to the other party. The notice period of **90 (Ninety days)** is part of the Employee Separation Policy which is available for your reference on the Company's HRMS.
- 5.2. The Company reserves the right to accept/ reject the notice pay in lieu of notice period mentioned hereinabove. The Company reserves the absolute right to terminate your services at any time, without assigning any reason whatsoever, by giving you notice in writing or pay in lieu of notice period.
- 5.3. The Company reserves the right, at its discretion and at any time during the notice period to announce to employees, clients, suppliers and customers of the Company, its subsidiaries or associate companies of your termination/ resignation. However, you expressly agree hereby, not to make any announcement of your termination/ resignation, unless the same has been formally intimated to you or accepted by the Company in writing, as the case may be.
- 5.4. **Obligations arising out of termination:** You hereby agree that:
- (a) On or before the date of your termination from employment with the Company, you will delete any information, connection or reference between you and the Company, any client or customer of the Company, or any prospective client or customer of the Company stored / exchanged on social media (such as Twitter, Skype, Facebook, YouTube, Flickr, LinkedIn, Wikis, Google+ etc.) or any other networking platform, online communication tool which facilitates the creation, publication, storage and/or exchange of user-generated content ("**Digital Media**").

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- (b) After termination of employment, all or any information of the company shall be considered to be Confidential Information and you will continue to be under an obligation to maintain confidentiality about any tangible or intangible information of the Company. Accordingly, you shall restrain from indulging in spreading of any false / defamatory / instigating / abetting / unlawful content on "Digital Media" (as described in Clause 5.4 above) which may prejudicially impact (directly or indirectly) the reputation of the Company and /or its group companies, subsidiaries, affiliates, or other partnerships.
- (c) In the event that your employment is terminated by the Company or by you prior to 12 months from your employment Commencement Date, you hereby agree to pay back the entire lumpsum amount (whether in the form of sign on amount or joining bonus or notice period buy out or any other form of payment) if any received by you, within 30 days after such termination.

6. ANNUAL SALARY REVISION

- 6.1. We follow an April to March performance cycle. All salary revisions come up for review in the month of April at the sole discretion of the Company.
- 6.2. Employees who have joined the organization on or before October 1 in the current calendar year, may be eligible for a proportionate salary review during April of next calendar year. The increment if any, is dependent on various factors including performance of employee and would be proportionate to the months' of service rendered by the employee. Those joining after 1st October, will not be eligible for the same.

7. PERFORMANCE BASED VARIABLE BONUS/ INCENTIVE

- 7.1. You will be eligible to participate in the Company's variable pay programs/ incentive schemes. The payment under this program depends on your performance, the Company's performance and other parameters as the Company may decide from time to time. Please note that there is no minimum payment under this program.
- 7.2. Payment of this amount is subject to your being in the Company's employment and also subject to your not having resigned or serving your notice period.
- 7.3. You will declare your relationship, if any, with any of the directors of the Company as required by the Companies Act, 2013.
- 7.4. In case you are or become related to any employee of the Company, then, in the former case you will inform the Company immediately and in the latter case within 7 days of your becoming so.
- 7.5. You will abide by all the policies and disclosure norms of the Company that are in effect and by any amendments thereto carried out by the Company from time to time.

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8. COMPANY POLICIES AND PROCEDURE

- 8.1. You will devote all your working time to the business of the Company, its subsidiaries and associate companies, as the case may be, depending on the office you are holding and will carry out your duties diligently and properly. You will do your best to promote, protect and develop the interests of the Company and its subsidiaries and associate companies and will not knowingly do or willingly permit to be done anything that causes prejudice, loss or injury to the Company or its subsidiaries and associate companies.
- 8.2. You shall be required at all times to comply with the Company's rules, policies and procedures as may be amended by the Company from time to time, and the same are to be considered as part of terms and conditions of this Employment Letter. You are also required to comply generally with the standards reasonably expected of an appointment of your nature.
- 8.3. Without any limitations on your obligations under Clause 8.1 above, you are also required to comply with the Company's disciplinary and grievance procedures which would be applicable to you, a copy of which is available with the Company's HR Department. For the avoidance of any doubt, whilst the Company's disciplinary rules form part of your contract of employment with the Company, the disciplinary and grievance procedures do not and as such, the Company is not under any contractual obligation to apply those procedures in any particular case.

9. ADDITIONAL DUTIES

- 9.1. You agree and consent that the Company may require you (without additional remuneration) to carry out different or additional duties (including holding any office in the Company, its subsidiaries and associate companies) consistent with your status and position in the Company.
- 9.2. You agree and consent that the Company may engage another person as a temporary replacement for you and/ or to carry out some or all of the responsibilities of your role on a temporary basis if you are suspended or are otherwise in the reasonable opinion of the Company unable to properly carry out some or all of those responsibilities for any reason.

10. EXCLUSIVE EMPLOYMENT

While employed by the Company, you will not:

- 10.1. Be an employee of, or be engaged in any other capacity by, any other company or organisation other than the Company, for remuneration and/ or otherwise, whether full time or part time, without the prior written permission from the Company;
- 10.2. Be involved in any capacity in providing services directly or indirectly to any other person, in respect of any business which is similar to or which does or might reasonably be expected to compete or conflict with any aspect of the business of the Company, its subsidiaries and associate companies or which may otherwise affect the proper and efficient performance of your duties;

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- 10.3. Be entitled to receive or obtain directly or indirectly any discount, rebate, commission or other benefit in respect of any business transacted (whether or not by you) by or on behalf of the Company or its subsidiaries and associate companies. This prohibition also extends to your immediate relatives. If you, any of your immediate relatives or any other company or other business entity in which either you or they are interested directly or indirectly obtain any such discount, rebate, commission or other benefit, you will immediately account to the Company, its subsidiaries and associate companies for the amount received or the value of benefit obtained; and/ or
- 10.4. Make contact or communicate with any member of the press or media or anyone so connected on behalf of the Company, its subsidiaries and associate companies, or publish any articles or letters or post any content on any Social Media platform on behalf of the Company or its subsidiaries and associate companies other than as required for the purposes of carrying out your duties and in strict compliance with the Company's media policy.

11. INTELLECTUAL PROPERTY

- 11.1. All intellectual property including but not limited to any discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up made, discovered or created by you during your employment (whether alone or with others and whether or not in the course of your employment) in connection with or relating to the business of the Company, its subsidiaries or associated companies or capable of being used or adapted for use in it shall belong to and be the absolute property of the Company. If required to do so by the Company (whether during or after the termination of your employment), you will, at the expense of the Company, promptly execute all instruments and do all things necessary to vest ownership of all other rights, title and interests (including any registered rights in the same) in such discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up in the Company (or its nominee) absolutely and as sole beneficial owner.
- 11.2. You acknowledge that your remuneration and all consideration paid to you by the Company, under this Employment Letter and as may be revised from time to time, includes compensation for the assignment (if any) to the Company of all intellectual property rights and that the rights and obligations under this Clause shall continue in force after the termination of this Employment Letter in respect of any intellectual property created during your employment with the Company and shall be binding upon your legal representatives.

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12. CONFIDENTIALITY AND NON-DISCLOSURE

- 12.1. You hereby agree that without the prior written consent of the Company, either during or after the period of employment and except as required by you in the course of your employment, you shall not divulge, directly or indirectly, or otherwise use, disseminate, disclose, reveal, report, copy, transfer, lecture upon or publish articles concerning any confidential information, including but not limited to all and any intellectual property under Clause 11.1 above which may come to your knowledge during the term of your employment and/ or otherwise, and shall maintain complete secrecy in respect of all such confidential information and/ or intellectual property entrusted to you and shall not use or attempt to use such confidential information and/ or intellectual property in any manner which may or may be likely to injure or cause loss either directly or indirectly to the Company or its business. You hereby agree that this restriction shall continue to apply even after the term of your employment with the Company, your termination from employment with the Company and/ or your resignation from the Company without limit as to a point in time, excepting when such confidential information and/ or intellectual property becomes available in the public domain.
- 12.2. You hereby agree and acknowledge that in the event of your being in violation of Clause 12.1 above, the Company is at liberty to initiate appropriate civil and criminal legal action against you including but not limited to prosecution for data theft and criminal breach of trust.
- 12.3. For the purposes of this Employment Letter, "confidential information" includes and is not limited to all trade secrets and confidential information relating to the Company, its subsidiaries or associate companies, or their businesses and its or their past, current or prospective clients and suppliers and their respective businesses, and further includes and is not limited to all intellectual property of the company as under Clause 11.1 above.

13. COMPANY'S IMAGE

You will be always alive to the duties and responsibilities attached to your employment and you shall conduct yourself accordingly and protect and project the image of the Company.

14. FALSE RECORDS/INFORMATION/ MISREPRESENTATION

- 14.1. If any document or information furnished by you to the Company is false or if you are, at any time, found to have suppressed any material information, or if you made any misrepresentation, you will be liable for termination without notice and the notice period contemplated under clause 5.1 will NOT apply in such situation.
- 14.2. Further, this appointment is subject to us receiving satisfactory reports, based on verifications and reference checks done by us.

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15. GENERAL

- 15.1. This Employment Letter and the annexures to this Employment Letter and the various agreements and documents referred to in this Employment Letter constitute the sole record of this Employment Letter between the parties with regard to the subject matter hereof and shall substitute any other agreement/ understanding between the parties in respect of the subject matter of this Employment Letter.
- 15.2. If any provision of this Employment Letter is held to be illegal, invalid or unenforceable for any reason, such provision may be unenforceable between the parties but without affecting, impairing or invalidating any of the remaining provisions of this Employment Letter which shall continue to be of full force and effect.
- 15.3. The expiry or termination of this Employment Letter (for any reason) shall not operate to affect any of its provisions which, in accordance with their terms, are expressed to operate or have effect after such expiry or termination.
- 15.4. Notices must be given by either party by letter or e-mail addressed to the other party at, in the case of the Company its registered office for the time being, and in your case, to your last known address and e-mail address issued by the Company. Notices may also be issued by you to the Company. Any notice given shall be deemed to have been given at the time of delivery to and/ or receipt by the intended recipient.
- 15.5. This Employment Letter shall be governed by the laws of India and the parties submit to the exclusive jurisdiction of the Courts in Pune. Any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment of it.

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Annexure - A

Detailed Salary Structure

Date : 05-04-2023
Name : Pratiksha Pramod Ghodke
Band : GB02

Particulars	Annually	Monthly
Basic	108,000	9,000
House Rent Allowance	54,000	4,500
Special Allowance	100,928	8,411
Statutory Bonus	35,472	2,956
Contributory Provident Fund	21,600	1,800
ESIC	0	0
Fixed Pay	320,000	26,667
Gratuity	5,195	
Indicative Performance Pay#	80,000	
Total Cost to Company	405,195	

#The Indicative Performance Pay amount as per the current performance pay policy may vary depending upon the performance of individual and of the company. The management reserves the rights to amend policy at any point of time.

* The exact sum of all elements may mismatch up to Rs.10/-. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

Other Benefits:

- Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
- Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
- If your employment is terminated by you for any reason prior to completion of twelve months of services, then you will pay back to the Company the entire joining expense incurred if any, by the Company.
- You would be covered under the Group Term Life Insurance scheme, with a sum insured of **Rs. 2,000,000 /- (Rupees Twenty Lakh only)**. Additionally, you would be covered under the Group Accident Insurance Scheme, with a sum insured of **Rs. 2,500,000 /- (Rupees Twenty-five Lakh only)**.
- Further, you would be entitled to a hospitalization claim policy of up to **Rs. 300,000 /- (Rupees Three Lakh only)** the premium for which will be borne by the Company. You have the option to include spouse, parents, and up to two children (Group subsidized premium borne by the employee).

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Welcome to Bajaj Finance Limited, and wish you a very successful career with the group.

Encl: Annexure

*I have fully read and understood the terms of this Employment Letter. I accept the same on the above terms and conditions, and as appointed, I agree to abide by the rules and regulation of the company and will be joining on **17-04-2023**.*

By entering the one-time password ("OTP") sent by Bajaj Finance Limited or by submitting physical signature, I hereby confirm that I have read, understood and unconditionally agree and acknowledge to be bound by the terms of this letter

Name and OTP Acceptance, confirming acceptance of the above terms and conditions

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AUTHORISED SIGNATORY
BAJAJ FINANCE LIMITED



Digitally signed by
DS BAJAJ FINANCE
LIMITED 1
Date: 2023.04.05
19:26:06 +05:30
Reason: Security
Location: Pune

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Bajaj Finance Limited

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www.bajajfinserv.in/finance



Date: Nov 23,2023

Candidate Name: Mr. Abhijeet Giramkar

Candidate ID: 346244

Address: Flat No.905, E1 Nirman Viva Society, Ambegaon Bk., Pune-411046, Maharashtra, India

Offer LetterDear **Abhijeet**,

Based on the interview and discussions you had with us, we are pleased to offer you an employment in our **Financial Markets Vertical**. Details of the terms & conditions of offer are as under:

1. You will be designated as **Senior Analyst** and your initial place of posting will be **Pune**. Your functional title will be "**Senior Analyst**".
2. Your office address will be eClerx Services Limited, Block No.1, 5th Floor, Quadron Business Park Limited, Rajiv Gandhi Infotech Park, Plot N. 28 Hinjewadi Phase II, Pune - 411057, Maharashtra, India
3. You will be required to work for five days a week and have two days of leave at any time during the week Your weekly leaves as well as your shift timings will be conveyed to you by your manager, basis the roster for the program / process you are assigned to.
4. Your date of commencement of employment will be on or before **Nov 24,2023** .
5. Your Cost to the Company will be **INR 4,40,208** (As per the enclosed Annexure).
6. Deductions applicable: PF / Professional Tax / Income Tax / Transport (As applicable).
7. eClerx offers subsidized transport to employees. Should you wish to avail the same, an amount of **INR 1,400** will be deductible from your net monthly salary every month.
8. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
9. You will be on probation for a period of three months from the date of joining. Upon successfully completing the probationary period, your employment is terminable with **60** days notice, with notice being provided by either you or the company.
10. During the probation period, you may need to undergo specific / designated trainings as a part of your employment.
11. Successful completion of these training and probation period is critical for confirmation of your employment.
In a scenario wherein these trainings are followed by an assessment, clearance of same becomes imperative. Non-clearance of the assessment, post defined attempts, would result in necessary disciplinary action; including but not limited to termination
12. You are hereby informed that on the day of joining you will have to undergo drug tests pursuant of policies and procedures established by or as may be deemed fit, from time to time, by the Company / client(s) for whose processes you will be working for (i.e. if any). By signing this offer letter, you give irrevocable consent to the Company / its affiliates / officers and employees / Company's client(s), their affiliated companies, agents and officers etc., to conduct / arrange to conduct such test(s) and also release the aforesaid persons/entities of any claims, which you may have in this regard. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. Should the reports of such testing be positive, the organisation withholds the right to initiate suitable action, including termination of services, against you.
13. You may need to undergo specific / designated trainings as a part of your employment. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product know-how, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as the employee. In such cases, you will be required to enter into a retention agreement with us. The details of such developments will be made available to you before the commencement of any such training.

14. The offer is made to you subject to the following pre-conditions without fulfilling which your offer may be treated as null and void:

You will be required to submit, the following set of documents within five working days from the date of this letter being issued to you.

- Four passport size color photographs.
- One set of photocopies of all certificates and mark sheets along with the originals for verification.
- One photocopy of appointment letter and last three months' salary slips from the current employer along with originals for verification (Applicable if currently employed).
- One photocopy of appointment letter and experience certificate / relieving letter from all the previous employers along with originals for verification (Applicable if worked with more than one organization).
- One photocopy of Pan Card. If Pan Card not available, candidate must apply for it and bring the acknowledgement copy.
- One photocopy of passport / driving license etc. for photo ID.
- One photocopy of telephone bill / ration card, gas connection bill, etc. for proof of address.
- One photocopy of experience certificate / relieving letter from the current employer along with originals for verification (Applicable if currently employed) within three working days from the date of joining.

15. In the initial recruitment process you were advised that this position is considered 'critical' and, therefore, your appointment is contingent upon successful completion of a background check, documents submitted by you are sent for necessary verification and authentication to the background verification agency.

16. Your offer of employment will not be valid if you are unable to provide all the mandatory documents on or before your Date of joining.

You will be required to report on the said date or you are required to inform the HR at least 15 days before the agreed joining date, failing this, the offer shall stand withdrawn automatically, without any further intimation to you.

Terms of your employment are governed by eClerx and eClerx reserves the right to make changes to your work location, shift and business vertical based on requirements of the organisation.

Kindly sign a copy of this letter as a token of your acceptance of this offer.

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

Yours Truly,

For eClerx Services



Andrews Simon
Associate Principal – Human Resources

Accepted By,

Abhijeet Giramkar

Annexure I

Name: Abhijeet Giramkar
Designation: Senior Analyst
Date of Joining: Nov 24,2023

SALARY OFFER BREAK-UP	Amount (INR)	Annual Amount(INR)
Basic Pay	16,984	2,03,808
House Rent Allowance	8,492	1,01,904
Leave Travel Allowance	0	0
Other Allowance	3,891	46,692
Bonus	2,800	33,600
Monthly Fixed Compensation	32,167	3,86,004
Retiral Fund	1,800	21,600
Monthly Total Compensation	33,967	4,07,604
Annual Total Compensation		4,07,604
Performance Bonus	2,717	32,604
Cost To Company	-	4,40,208
Gratuity	-	9,803
Total Cost To Company	-	4,50,011

- Since you are enrolled under the Employees Provident Fund Scheme, the Retiral Fund amount will be deposited in your PF account as Employer's contribution. Your personal contribution to PF will be deducted from your Monthly Fixed Compensation.

Other Benefits:

- Tax benefit on LTA can be availed by submitting the flight or train tickets, depending on the mode of travel during your leave period which should exceed three days in a stretch. To avail 100% tax benefit on LTA, one can claim LTA twice in window period of four years.
- You will be entitled to earned leaves equivalent to 24 working days per year. From the total leave balance, a maximum of 12 leaves will be carry forward to next financial year and any further leave balance, after the carry forward, will lapse. The leave policy shall be guided leave policy of the company.
- You will be entitled to gratuity as per the provisions of the Payment of Gratuity Act 1972 and the amendments made thereafter.
- Additional tax benefits can be availed by subscribing to Provident Fund, National Pension Scheme and Sodexo Coupons.
- You are eligible for floater medical insurance cover of INR 100,000 which covers your spouse, up to 2 children and yourself.
- The insurance is inclusive of pre-existing disease cover from the date of joining.
- You may also opt for additional cover for your family including your spouse, up to 2 children and parents / parents – in – law post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.
- If you are required to work in the night shift, you will also be entitled to receive a night shift allowance calculated basis the number of nights worked during the month, subject to the terms and conditions laid out in the Company's policy.
- Language Allowance, if any, will be withdrawn if your role changes for any reason whatsoever, and the new role does not require you to use your language proficiency.
- In the event of your voluntary separation from the company within a period of 12 months from your date of relocation / transfer to any of the Company's offices in India (if any), you shall be liable to pay to the Company, all the expense incurred towards movement of household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer.

For any further queries, request you to get in touch with your recruiter or drop an email to below mentioned POC's:

Mumbai and Pune Location - candidateexperience_eclerx@eclerx.com or contact, Manjiree Badve (8082347490) or Preet Chug (8879473070).

Chandigarh Location - Recruitment_Managers@eclerx.com or contact, for Customer Operations and for

APM+ contact, Manjiree Badve (8082347490) or Preet Chug (8879473070).

You hereby agree and confirm that you will not include / use any third party's know how, techniques or software, tools, intellectual property while providing your services to eClerx under this offer letter / any of the subsequent documentation. And that all work, including the services, and any parts thereof, as may be ordered or commissioned by eClerx shall be considered as "work made for hire". eClerx shall be considered as author / owner for purposes of applicable intellectual property laws and shall accordingly own all the rights in your work. To the extent that any copyrights or other intellectual property rights in the eClerx work or other intellectual property created by you or in connection with your performance of the services do not vest in eClerx as a work made for hire, you hereby irrevocably assigns to eClerx, its successors and assigns, on a perpetual, worldwide and exclusive basis, and without further consideration, any and all rights, title and interest that you have in any of the eClerx Work, including, but not limited to, copyrights, trade secrets, patents, trademarks and other intellectual property rights, whether now known or hereafter to become known, for the respective maximum terms of protection available throughout the world, and shall be the sole and exclusive property of eClerx for any purpose or uses whatsoever. During the Term of, and following termination of, your employment / engagement with eClerx, you will not use, or submit to or permit the use of, by anyone, any eClerx Work in whole or in part without eClerx's prior written consent, which it may withhold or give in its sole and absolute discretion.

By way of acceptance of this offer letter, You hereby agree to indemnify and hold harmless eClerx Services Limited, its parents, subsidiaries, affiliates, and each of their respective partners, officers, directors, employees and agents from and against any and all damages, claims, liabilities, losses, judgments, actions, lawsuits, executions, costs (including reasonable attorneys' fees and costs and expenses of legal actions) and expenses arising from (a) any representations, promises, agreements or allowances made by you in writing, orally or otherwise to any party that are not approved in writing by eClerx; (b) any claim of infringement arising from any data, software, materials, processes or intellectual property provided by you to eClerx. The terms of this paragraph shall survive in perpetuity.

I have read and understood all the above mentioned points and accept the offer.



Offered By: Andrews Simon

Designation: Associate Principal- Human Resources

Accepted by: _____

Date: _____

Date: Thursday, February 1, 2024

To

Miss. Tanvi Subhash Guru

Plot Number D -26 , Ambegaon (BK) , Near Zolo Valyria, Pune, Pincode – 413517

Dear Tanvi,

On behalf of ASPERA Advisors LLP (the “Company” or “ASPERA”), I am pleased to offer you the position of **Junior Business Analyst- M&A**. This position will report to Ms. Sakshi Jain, Ms. Vibha Joshi (Vice President- Corporate Communication) and works in close coordination with the CEO of the company on various assignments with an anticipated start date of **May 02, 2023**. You will have various responsibilities regarding the Company’s activities and businesses, as the management of the Company determines from time to time.

Your Cost to Company will be ₹ 2,40,000/- and will be reviewed periodically. Details will be provided to you upon hire. The remuneration will be paid in the following format:

1. ₹ 1,80,000/- will be paid yearly every month. The salary will be processed between 1st to 10th of every month post completion of the period.
2. ₹ 60,000/- per year will be paid proportionately for the completed months, in 2 parts, first in the month of Diwali & second along with the salary of the month of March as a bonus subject to continuity of the employment.

You will be also eligible for Out-of-pocket expenses such as lodging, boarding and travel (as per the company policies) incurred during performing your duties.

The position is not eligible for overtime pay and can be revoked as deemed necessary by the company management and subject to satisfactory verification of documents and references.

This offer represents a proposed at-will employment arrangement between you and the Company, which means that either you or the Company may terminate your employment at any time, and for any or no reason. It does not guarantee employment for any specified period and is dependent upon your signing agreements satisfactory to the company regarding arbitration of claims and the confidentiality, non-competition and the ownership of proprietary information developed in the course of your employment. If these terms are acceptable, please sign in the space provided below.

This offer of employment will remain open until **May 02, 2023**, unless rescinded or modified earlier.

Please mail or courier your signed copy to the attention of Human Resources at the address on the header or email it to vibha.joshi@asperaadvisors.com.

Very truly yours,

Mrs. Vibha Joshi

Vice President- Corporate Communications

Agreed and Accepted:

Signature

Date

Offer date: 25-11-2023

Karan Honakande

Pune

OFFER OF EMPLOYMENT

Dear Karan Honakande,

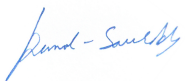
Based on the meetings you have had with the Senior Management team at bigbasket, we are pleased to extend an offer of employment. The substantive terms of the offer are as follows:

1. You will be designated as **"STORE SUPERVISOR"** at Grade **7A** and will be based out of **Pune**.
2. Your date of commencement of Employment will be on **21-12-2023**.
3. You will be entitled to receive a compensation of (CTC) **INR. 375600/-**
4. Your fixed salary will be **INR.375600/-PA** (Breakup as per Annexure A)
5. You will be on probation for 6 months from your date of joining
6. You need to submit the following documents within a week of joining.
 - a) Academic Certificates (all from 10th to Highest)
 - b) Relieving letter from previous employer
 - c) Proof of compensation last drawn (3 Month Salary Slip)
 - d) Four passport size photographs (Recent)
 - e) ID & address proof

Wishing you all the very best for a long and rewarding career at bigbasket.

Yours Sincerely,

For Innovative Retail Concepts Private Limited,



Kumar Saurabh
REGIONAL HR HEAD - PUNE

APPOINTMENT LETTER AND EMPLOYMENT AGREEMENT

Date: 16th November 2023
Name: Mr. Gaurav Gajanan Hoshing,
Address: Flat No. 7, Omkarvilla Apartment,
Hingane KH, Sinhagad Road,
Pune, 411051



Dear Mr. Gaurav Gajanan Hoshing,

Further to our offer and your acceptance thereof, we have pleasure in appointing you ("Employee"/ "You") as **Accounts Executive** for an employment with Bhate Rawal & Co LLP Chartered Accountants ("BRCL"/ "Employer"/ "We"/ "Us") at our head office address: **102, 2nd Floor, Suyashree, 43/28, Kalpataru Path, Navsahyadri Society, Karvenagar, Pune, Maharashtra, India- 411052, ("Head Office, Pune")**. The terms and conditions and your responsibilities except for remuneration clause of this Employment Agreement will be applicable from your joining date – 23rd October 2023. We are pleased to confirm your new terms and conditions of employment with BRCL as set out below (the "Agreement"). Please review this Agreement and sign and return the enclosed duplicate as instructed.

SUMMARY OF KEY TERMS AND CLAUSES:

1. **Role & Location:**
 - **Employer:** Bhate Rawal & Co LLP Chartered Accountants
 - **Job title:** Accounts Executive
 - **Location:** Head office, Pune
2. **Remuneration (Applicable from date of this Agreement):**

Salary Head	Amount in INR
Basic Salary per month	10,000.00
HRA	-
Travelling Allowance	-
Daily Allowance	-
Food Allowance	-
Uniform Allowance	-
Total Gross Salary per month	10,000.00
CTC per month	10,000.00
Annual Gross Remuneration	1,20,000.00

Initials	
BRCL	Employee
	

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360 REALTORS LLP.

201A-201C, Global Foyer, Golf Course Road, Sector-43,
Gurugram-122002, Haryana | T : +91-124-4260360
E : info@360realtors.com | W: www.360realtors.com

OFFER LETTER

03rd October 2023

Dear Jayesh Hulagbali,

Further to our discussion with you, we are pleased to invite you to work with us as **Associate - Sales** on the mutually agreed compensation. Please refer to Annexure-A for your compensation & benefits (shall be read as part and parcel of this offer letter).

Your base location will be our **Pune** office; however, the company shall have the right, at its sole discretion, to transfer at any time, your services to any of its affiliates/associate companies or to post you at any other place in India or international.

Validity of this offer is subject to your joining us on **04th October 2023**.

Please send us your acceptance by **03rd October 2023**. Non acceptance till the stipulated date shall make this offer redundant automatically.

This offer and employment is subject to successful verification of your documents and employment records any time before and after your joining.

We look forward to having you as part of our team!

From 360 Realtors LLP



Unnati Kant

Global Head – Human Resources

Terms of Employment

For Sales Employees Only

(i) Performance Incentive

In the course of your employment, you may be eligible for a variable component in the form of incentive payments made to you in consideration of the successful closure of a transaction involving the lease, purchase and sale of a property. In such an event, the incentive would be paid to you only if you are an existing employee at the time of disbursement and at the time when the brokerage of the said unit has been received from the developer/client.

(ii) Performance Improvement Plan (PIP) & Performance -Pay

Organization has performance benchmarks for the sales employees; you will be informed and communicated on your sales targets and performance benchmarks at the time of joining. In case you do not achieve your sales targets and deliver below expectations on performance benchmarks, management reserves the right to activate the "Performance Improvement Plan" (PIP) for a specified period. During PIP period, you will get extra support from your manager to deliver the expected performance benchmarks. During PIP period your entire fixed pay will be automatically converted into "Performance-Pay". You will be entitled to salary only in case of successfully achieving the performance benchmarks. You will have right to accept and decline the PIP, in case of decline, your services will be terminated with immediate effect on account of non-performance and you will be relieved from services without any notice or notice pay in lieu.

1. PROBATION

- A. This arrangement will be under review for an initial probation period of Six (6) months. During this period your performance will be under review and based on your performance, a decision will be made with respect to continuing your services under this Agreement for the aforesaid position. During this period, your services can be terminated by the Company without notice and without citing any reason, if your work is found unsatisfactory or there is any negligence, misconduct or unauthorized absenteeism on your part or non-performance. However, you would be liable to give one month's notice before terminating this Agreement during the Probation Period.
- B. Upon confirmation under Clause 1(A) above, you will become a permanent employee of the Company and continue to be subject to its discipline, instructions, guidelines and rules as prescribed by the Company from time to time.

2. TERMINATION AND SEPARATION

- A. Your services under this arrangement, after the Probation Period, will be terminated:
 - i. If either party gives the other party a written notice of termination, for 1 (one) month, in advance, in the manner prescribed herein; or
 - ii. By the Company by giving a notice of immediate termination without cause with payment of remuneration in lieu of notice; or
 - iii. In the event you make yourself absent from your duties without prior permission and authorization (including when you overstay the period of your sanctioned leave) for a continuous period of Five (5) days or more and do not return within this period and show sufficient cause for your absence to the satisfaction of the management, then you will be deemed to have lost lien on your employment which will amount to abandonment of your services on your own accord; or
 - iv. By the Company forthwith and with immediate effect, without any notice or salary in lieu of notice or any other benefits that might have accrued to you, if you shall be guilty of: material breach of this Agreement, any gross default or misconduct on behalf of non-observance of any of the stipulations herein set forth; corrupt practices; violating any intellectual property rights; disclosing of the confidential information of the Company; harassing Company's employees, vendors or customers; undergoing trial, imprisonment or are convicted of a criminal offence; violating any of the non-disclosure, non-compete obligation and non-solicitation obligations; engage in insubordination; moral turpitude; conflict of interest; or When any information or documents or particulars as given by you, in the application

submitted by you for the appointment or otherwise is found to be false or incorrect at any stage, in case of not meeting the KRAs/performance standards as stated in **Annexure-B** (which shall be read as part and parcel of this offer letter)or

- v. Upon retirement from the service of the establishment/Company after attaining the age of 60 years, unless the management, in its sole discretion, permits you to continue thereafter. For this purpose, your date of birth will be the same as provided by you in the Date of Birth proof submitted at the time of joining.
 - vi. In the event of your death or insanity or if you become medically unfit (as per the opinion of the management) during the term of your employment.
- B. Upon termination of your employment, you shall forthwith:
- i. Provide details of your future employer (if you have received and accepted any such offer letter) and disclose any possibility of conflict of interest.
 - ii. Sign all documents and perform all such acts as may be required by the Company in order to assign and transfer to the Company any asset, property or other rights in your position or under your control belonging to the Company.
 - iii. Deliver or assign to the Company, any property / assets, moveable or immovable, are provided to you by the Company during your employment with us, it is specifically agreed by you that all of these will be promptly returned / deposited with the company prior to full & final settlement of your accounts. In the event, you refuse to return such property / assets of the company, for any reason whatsoever, it will be treated as misconduct and violation of the terms of your employment and all benefits to you such as gratuity, bonus, leave encashment, salary dues etc. will be forfeited. Further, without prejudice to the legal rights of the Company to recover such property / assets, you shall also be liable for payment of such damages as assessed by the Company for the unauthorized use / occupation of such property / assets.
 - iv. If termination occurs prior to the completion of your duties, co-operate fully with the Company to ensure smooth and complete transitions to another Company advisor, employee or associate as directed in writing by the Company.
- C. Upon termination of your employment in accordance with the terms of Agreement, the Company shall forthwith pay to you all arrears of your remuneration up to and including the intended termination date after necessary deductions and adjustment, which, you shall accept in full discharge of all claims whatsoever. You will not be entitled to any incentive, bonuses or sales related scheme after separation. To claim such benefits, you should be a bona fide employee of company at the time of disbursement of incentives, bonuses.
- D. At the time of leaving the job you are not allowed to take with you any data, data backup, information, client's/fabricator's/vender's phone numbers/addresses/emails/ agreements etc. If the same is done then it will constitute to Criminal Breach of Trust and be deemed as Criminal Conspiracy against the Company and we shall initiate appropriate legal proceedings including Civil and Criminal proceedings against you, which needless to say shall be at your own cost and peril.
- E. You agree that in the event of your leaving the Company and you are not completing the agreed notice period for any reason whatsoever, you shall be liable to pay to the Company compensation/damages and/or reimburse all costs and expenses incurred in or connected with your employment as calculated and described in the following manner:
- (i) **One [1] months'** salary in lieu of not serving the notice period.
 - (ii) Any amounts spent by the Company towards reimbursement of committed training costs and expenses incurred by the Company on your training
 - (iii) Loss incurred by the company due to unethical practice
 - (iv) Any damage or loss of company assets
 - (v) Any joining bonus, relocation expenses incurred by company

- (vi) Any over charged communication/telephone bills
- (vii) Visa and flight cost incurred by company
- (viii) Any amounts spent by the Company towards the cost of recruitment.
- (ix) Any amount of loss that the Company would have to reasonably incur due to your resignation which would include cost of re-recruitment, advertising, travel, loss of man hours, etc.

In case you do not serve the required notice period (unless waived off by your reporting manager), you will not be entitled for:

- (i) Pending salary, profit share, incentive, reimbursements, business expense, variable salary & claims of travel and mobile; and
- (ii) Relieving letter; and
- (iii) Full and final settlement letter; and
- (iv) No dues certificate; and

You and Company agree that the categories as described in this Clause 2(E) and as reasonably established are a genuine, fair, reasonable estimate of the damages or loss and expenses that would accrue to the Company or have been expended by the Company in respect to your engagement with the Company.

I have read understood, and agree to all of the above and hereby accept the offer of employment on the above terms and conditions. I understand that my employment is contingent upon execution of the Non-competition, Confidentiality and Non-Solicitation Agreement and the Agreement to Review and Comply with company's Human Resources Policies. I hereby authorise the company and any vendor assigned by the company to verify and background check the disclosures submitted by me.

Name & Signature

Date



techmihirnaik Group's
ROOMMATE

Bandra, Mumbai

Subject: Appointment Letter for an internship @ tmn's Roommate

Dear Vaishnavi,

We are pleased to offer you an internship at our company in the **Human Resource Intern** Department at our tmn's Roommate. Your internship shall commence on **01st September 2022** and shall end on **31st October 2022** in a Work From Home Mode. The terms and conditions of your internship with the Company are set forth below:

1. Subject to your acceptance of the terms and conditions contained herein, your project and responsibilities during the Term will be determined by the supervisor assigned to you for the duration of the internship.
2. You are not eligible for a stipend during the Term.
3. Your timings will be from **10.00 am to 08.00 pm**, Monday to Friday. You will sign a confidentiality agreement with the company before you commence your internship.
4. The internship cannot be construed as an employment or an offer of employment with techmihirnaik Group.
5. You accept all the policies of techmihirnaik Group after signing this offer letter.

Please confirm your acceptance of the terms of this offer by **31st August 2022** failing which, we have the right to cancel the internship. We look forward to having you on our team! If you have any questions, please feel free to reach out to us.

Welcome Abroad!

Akash Aman
Managing Director,
tmn's Roommate

Name-
Date-

Yours Faithful
Whatsapp- +91 95286 70242
roommate@techmihirnaik.in
roommate.techmihirnaik.in





PIAGGIO
VEHICLES PVT. LTD.

Date: 16th January, 2023

Ref: PVPL/CT/ January, 2023

Rutuja Jadhav
Ambegaon
Pune- 411041

Sub: Appointment Letter

Dear Rutuja,

We refer to your application & subsequent interview you had with us. We are pleased to engage you as a "**Company Trainee**" in our organization, for a period of one year w.e.f. **January 25, 2023 to January 24, 2024.**

During your traineeship, your Cost to Company will be Rs. 2,75,000/-. Following is the breakup of the Cost to Company.

	Components	Amount PM (INR)	Amount PA (INR)
A	Basic	15000	180,000
B	HRA	4500	54000
C	Performance Allowance	1617	19,400
	Monthly Gross	21,117	2,53,400
D	Company Provident Fund	1800	21,600
	Cost to Company	22,917	2,75,000

We take pleasure in welcoming you to the family of Piaggio Vehicles Private Limited and look forward to a very happy, fruitful and mutually beneficial long-term association.

As a token of your acceptance to the above details and conditions of service (Annexure B), please sign the duplicate copy of this letter and return the same to the Management.

Thanking you,

Yours truly,
Piaggio Vehicles Pvt. Ltd.


Pooja Bansal
Chief Human Resource Officer



PIAGGIO VEHICLES PRIVATE LIMITED

CIN - U341102MH1998PTC113606

Corp. Office : 1st Floor, Sky One Corporate Park, Survey No. 239/02, Airport Road,

Viman Nagar, Pune -411032, Maharashtra, India | Tel.: (91-20) 67492900

Regd. Office : E-2 MIDC Area, Baramati 413 133. Dist Pune, India | Tel.: (+91-2112)3042 200

Email : corporate@piaggio.co.in



PIAGGIO
VEHICLES PVT. LTD.

Annexure B

CONDITIONS OF SERVICE

- 1) You shall abide by and observe the rules and regulations as may be applicable to you and such other rules and regulations that are and/or may become applicable to you from time to time.
- 2) Your traineeship being a full time one, you are not permitted to engage yourself elsewhere, for any work either honorary or for remuneration, any part-time job or any trade of business which the Company considers to be detrimental to its interests.
- 3) You shall not at any time without the consent of the Company in writing, disclose, divulge or make public except under legal obligations, any of the policies, processes, accounts, transactions and dealings of the Company where the same may be confided or become known to you in the course of your traineeship or otherwise.
- 4) Your training in the Organization is subject to your being found medical fit. Further, the Company reserves the right to have you medically examined at any time during the period of your traineeship by a Registered Medical Practitioner's nominated by the Company and her/their opinion shall be final and binding on you. In case you contract any contagious or communicable disease you will inform the Company immediately and take all the required medical treatment and precautions, in your own interest and in the interest of other employees and public in general.
- 5) In the course of your traineeship you will undergo training also in Fire-fighting, First-aid, and safety aspects and observe codes and guidelines framed by the Company in regard thereto from time to time.
- 6) You will be entitled to leave benefits as applicable to the trainees engaged in the establishment.
- 7) After completion of traineeship, your traineeship will be automatically terminated. Your traineeship is liable to be terminated at any time during its period without notice or payment in lieu of notice and without assigning any reason therefore, if your services are no longer required.
- 8) After successful completion of one year training based on assessment of your performance you may be considered for absorption in company's Management Grade, subject to availability of suitable vacancy.
- 9) In case you wish to resign/leave the service of company during training period, you will be required to give two months' notice in writing.
- 10) In event of your resignation / separation within 12 months from your date of joining PVPL, an amount of Rs. 50,000/- (Rupees Fifty Thousand) shall be recovered.



PIAGGIO VEHICLES PRIVATE LIMITED

CIN - U341102MH1998PTC113606

Corp. Office : 1st Floor, Sky One Corporate Park, Survey No. 239/02, Airport Road, Viman Nagar, Pune - 411032, Maharashtra, India | Tel.: (91-20) 67492900

Regd. Office : E-2 MIDC Area, Baramati 413 133. Dist Pune, India | Tel.: (+91-2112)3042 200

Email : corporate@piaggio.co.in



PIAGGIO
VEHICLES PVT. LTD.

- 11) This traineeship will not confer any right or entitlement for claiming absorption against any regular vacancies and when it occurs it will be determined on the basis or relative merits of the other eligible applicants also.
- 12) You will be, at any time, required to work in shifts as and when found necessary by the Company.
- 13) You will be responsible for the safe custody and return in good condition and order of all or any of the Company's property/items that may be given to you for use by you during the tenure of your traineeship, such as tools, equipment's, instruments, books, documents, files, uniforms, shoes etc. In case you fail to do so, the Company reserves the right to deduct/recover the monetary value of all or any of such items.
- 14) In case you are in breach of any of the terms of this Appointment Letter including but not limited to negligence and/or mis-conduct on your part, you shall indemnify and keep the Company harmless against all costs, risks, expenses, damages and its consequences suffered or incurred by the Company

I hereby confirm that I accept employment on the terms and conditions set out in this letter of appointment and agree to abide by them.

Name : Rutuja Rupendra Tadhar

Place : Pune

Date : 17-01-2023

Signature : Rutuja



PIAGGIO VEHICLES PRIVATE LIMITED

CIN - U341102MH1998PTC113606

Corp. Office : 1st Floor, Sky One Corporate Park, Survey No. 239/02, Airport Road, Viman Nagar, Pune - 411032, Maharashtra, India | Tel.: (91-20) 67492900

Regd. Office : E-2 MIDC Area, Baramati 413 133, Dist Pune, India | Tel.: (+91-2112)3042 200

Email : corporate@piaggio.co.in

Appointment Letter**Personal & Confidential**

Date: 27-10-2023

Name : Rushikesh Sanjay Jagdale**Location :** Shirur**Tentative Date of Joining :** 10-11-2023

Dear Rushikesh,

Further to the interview & discussion you had with us, we are pleased to offer you as Retail Agri-Rural Portfolio Officer, in KGC - Retail Agri at Shirur, Shirur on the following terms and conditions:

Grade : S1

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic - A	128395	10700
HRA - B	64198	5350
Gross Salary	192593	16049
Employer Provident Fund	15407	
Total Fixed Cost to Company	208000	17333

*Gross Salary is Sum of Basic & HRA components (A+B)

*Employee contribution to PF will be debited from Gross Salary

Provident Fund:

You will be covered under the Bank's Provident Fund Rules and the Employees contribution towards the same, will be deducted from your monthly salary.

Tax Clause:

The monthly compensation payable to you will be subject to withholding of applicable income tax, professional tax and other statutory deductions (as applicable) from time to time.

The details of your remuneration and benefits are given in Annexure - A.

1. Probationary Period:

1.1 You will be on probation for a period of six months or such extended period as may be decided by the Bank based on your performance during the probation period.

1.2 On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

2. Notice Period:

2.1 In case you decide to leave the Banks services after confirmation, you will be required to give thirty days notice. The bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay the Bank the salary for the notice period so reduced/waived off. Bank, after confirmation at its discretion can decide to relieve you by giving months notice or Salary in lieu of notice.

2.2 In case you decide to leave the Banks services during probation period, you will be required to give fifteen days notice. The bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the salary in lieu of the notice period so reduced/waived off. Bank, during your probation, at its discretion can decide to relieve you by giving fifteen days notice or Salary in lieu of notice.

3. Job description:

Your duties and responsibilities will be explained to you on your joining the bank. However, you shall execute and perform all such duties that may be assigned to you by the Bank from time to time and the Bank reserves its right to change these at its discretion.

4. Location & Transfer:

Your initial place of posting will be Shirur. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

5. Secrecy:

It is a condition of your employment that you will not, for whatever reason, divulge without an express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your employment with the Bank.

6. Alternative Employment:

During the course of your employment with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

7. Termination of employment:

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/ Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination, suppression of facts, falsification of documents or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

8. Conditions Precedent:

a) Bank reserves the right to seek references from your current / previous employer (s), at any stage, subsequent to your acceptance of this offer letter.

b) The self-declaration given by you in respect of your medical fitness is in order.

- c) The Bank receiving attested copies of all your degrees and professional qualifications certificates, if any.
- d) Your successful completion of Graduate/Post Graduate/Professional course which is currently ongoing or the results are awaited and basis which you have been interviewed and offered and submission of pass certificate within one month of publication of result.(If applicable)
- e) The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.
- f) This Offer has been extended to you basis your representation, information and details provided by you during the interview and subsequent to your submitting of your personal information, requisite details, documents, educational qualification and work experience certificates, etc. uploaded by you on HDFC Bank Career Site/ E-Rec portal for seeking an employment with HDFC Bank. By accepting this Offer, you confirm that all the details filled in and the documents uploaded on HDFC Bank Career Site/ E-Rec portal are true and correct. In case any discrepancy is found in the information and details provided by you at any stage of your association with HDFC Bank, HDFC Bank reserves its right to take appropriate action against you at Bank's discretion

Please note that you have an option to reject or accept this offer. If you are agreeable to the above mentioned terms and conditions, please accept the offer online by clicking "Accept" tab/button in the portal/system by using your login ID and password within above mentioned date of uploading this Offer in the portal/system. In case no acceptance is received by us within above mentioned period, we presume that you have no interest to proceed further and accordingly the Offer Letter shall be deemed to be withdrawn.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

Yours truly,



R Nagarajan

For HDFC Bank Limited
HR Lead HR Shared Services

This appointment letter is a system generated letter with electronic signature of HDFC Bank Ltd.'s authorized signatory and hence no Appointment Letter with wet signature is provided additionally.

Remuneration:

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic - A	128395	10700
HRA - B	64198	5350
Gross Salary	192593	16049
Employer Provident Fund	15407	
Total Fixed Cost to Company	208000	17333

Incentives:

You will be eligible for monthly Performance Linked Incentive Pay, as per the policy of the Bank.

Benefits:

- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and /or, as per Bank policy
- Total Medclaim cover of Rs.2,00,000/- for self and spouse (Parents and Children not covered).

I read & understand the Annexure – A

Signature of Applicant

Name: Rushikesh Sanjay Jagdale

Important Note on Grooming Standards

As employees of HDFC Bank, we, in our interactions with customers, clients, vendors and business associates, are the face of the Bank. It is therefore imperative that each of us applies a certain amount of prudence in the choice of our attire and grooming standards. **Office attire should be smart and appropriate for conducting business on behalf of the Bank at all times.**

Grooming standards for Men

Hair- Should be conservative, well maintained and cut short. Moustaches / beards neatly trimmed or face clean shaven - daily maintenance mandatory. After-shave (optional)

Attire- Formal wear: Trousers must be in dark to medium colour tones (black, brown, navy blue, gray or beige) Shirts should be with full-length sleeves and worn with a tie (mandatory). If the occasion so demands (formal function / business call to an important Corporate / Client etc.) a blazer or suit appropriately chosen for the weather should be worn. Saturdays: Smart casuals are acceptable, Semi formal trousers, Denim trousers, Collared T-shirts, Semi-formal shirts, Shirts with checks

Footwear- Leather laced shoes with socks and coordinated with the trousers and belt. Socks must be in basic colours (black, brown, dark blue, gray or beige), coordinated with the trousers and calf length. Only on Saturdays, semi formal shoes in leather, calf leather or suede.

Others- Neatly cut short nails, No ornaments except for obligatory ring or kada.

Grooming standards for Women

Hair- Should be simple and clean, neatly combed at all times. Long hair may be tied in a bun or a plait Indian formal wear: Indian saris, Salwar suits.

Western formal wear: Suits in basic colours. Preferably in black, dark brown, navy blue, beige or very light shades

Attire- Formal shirts with formal trousers or skirts. Saturdays: Smart casuals are acceptable, Full length denim trousers, Skirts, Kurtis, Semi formal blouses and tops

Footwear- Leather sandals or sandals of similar material, Closed shoes, Shoes must be well coordinated with clothes.

Others- Neatly cut nails, Simple elegant ornaments, Basic daywear makeup along with perfume/deodorant

Mr. Saurabh Sudhir Jagdale
Sinhgad Management Institutes
Pune

01-03-2023

SBIL-Gene-11636

Offer Letter: Senior Associate

Dear Saurabh Sudhir Jagdale,

1. We congratulate you on your selection for the position of **Senior Associate** with our organization.
2. You will be on probation for one year. During this period, you will initially undergo structured class-room training. This will be followed by your initial posting in a specific role and location.
3. Your remuneration will be Rs.3,00,000/- (Rupees Three Lakhs only) p.a. on Cost to the Company (CTC) basis. The details of the compensation are given at Annexure 1.
4. This offer of employment is subject to your fulfilling the following conditions:
 - ✓ Qualifying Post Graduate Degree / Diploma Program on the day of joining OR Clearing PG Degree/ Diploma in first attempt if the results are awaited. You will have to submit final Degree/ Diploma mark sheets within 15 days of declaration of the results at university / institute concerned, failing which this offer automatically stands withdrawn.
 - ✓ Submitting, in original, certificates of academic qualifications, age and other testimonials;
5. During the probation period, your performance will be assessed continually. On satisfactory completion of probation, your services in the Company will be confirmed.

6. Please arrange to return the duplicate copy of this letter, duly signed by you, in token of acceptance of the offer. Please also forward photocopies of your proof of age, educational certificates, other testimonials and 3 color passport sized photographs, along with the acceptance letter.

7. For clarifications, please feel free to contact Hemlata Ghadigaonkar at 022 6628 3163 or e-mail at hemlata.ghadigaonkar@sbilife.co.in.

8. In case of your resignation or termination from the services of SBI Life Insurance Co. Ltd for any reasons whatsoever, the admissibility or otherwise of payment of variable pay / incentive and the quantum of such incentive to be paid shall be at the sole discretion of the Management and no correspondence shall be entertained in this regard.

9. The normal age of superannuation shall be 60 years.

Yours faithfully,

Madhura Banerjee
Vice President - HR

I, Saurabh Sudhir Jagdale, accept the above offer as Senior Associate in SBI Life Insurance Company Limited.

Signature:

Date:



Salary Sheet	
Name	Saurabh Sudhir Jagdale
Designation	Senior Associate

Salary Component	Amt per month (Rs)	Amt per annum (Rs)	Remarks
Basic Salary	10,000	1,20,000	40% of Fixed Compensation
House Rent Allowance	5,000	60,000	50% of Basic Salary
Special Allowance	8,319	99,831	
Total Monthly Salary (A)	23,319	2,79,831	
Retiral Benefits			
PF	1,200	14,400	Company's contribution to PF @ 12% of Basic Salary
Gratuity	481	5,769	You will be entitled to gratuity as per the Payment of Gratuity Act, 1972 after completion of five years of service with the Company.
Total Retiral (B)	1,681	20,169	
Fixed Compensation (A+B)	25,000	300,000	

In addition you are eligible for:

1. Mediclaim Coverage for spouse and up to two children to a ceiling of Rs 5 lakhs. Dependant parents may be added on a voluntary basis at an additional payout on prorata basis.

(In case of Maternity Coverage the claim is covered up to Rs 50,000/-)

2. Group Life Insurance coverage of Rs 20 lakh.

Please note that remuneration is a contract entirely between you and the Company and should therefore be treated as strictly confidential.



MEDICAL FITNESS DECLARATION

In pursuance of the offer of employment made to me by SBI Life Insurance, I, Saurabh Sudhir Jagdale declare that;

1) To the best of my knowledge, I am medically fit to accept the offer of employment extended to me and fully understand that in the event of my being found medically unfit to discharge the responsibilities assigned to me, the company shall have the right to terminate my services forthwith.

2) I suffer / have suffered from (tick whichever is applicable):

Hypertension

☐

Pulmonary Disease

☐

Tuberculosis

☐

Cancer

☐

Rheumatic Joint Diseases or symptoms

☐

Asthma

☐

Mental Stress

☐

Others (Please specify)

and agree to undergo the medical examination as decided by the company to satisfy itself of my medical fitness. The company's decision in this regard shall be final and binding. This is, however, without prejudice to the right of the company to terminate my services in future should I be found medically unfit to discharge the responsibilities assigned to me.

(Signature of the candidate)

Date:

Place:



Director CPC Placement <directorcpc.placement@sinhgad.edu>

Selected students detail- HDB Financial Services.

Nitin Purohit <nitin.purohit@hdbfs.com>

13 January 2023 at 15:05

To: Director CPC Placement <directorcpc.placement@sinhgad.edu>

Cc: Shweta Kothari <shweta.kothari@hdbfs.com>

Dear Mr. Jayesh,

Please find below details of selected students for Credit role and tentative location for placement.

State	Location	Institute Name	Student Name	Role	Final Status	Location for Placement
Maharashtra	Pune	SIOM	Mrunmayee Sanjay Kulkarni	BCM	Selected	Pune
Maharashtra	Pune	SIOM	Atul Babasaheb Jagtap	BCM	Selected	Pune
Maharashtra	Pune	SIOM	Saurabh Ashok Gaikwad	BCM	Selected	Pune
Maharashtra	Pune	SIOM	Suyash Sudam Kangne	BCM	Selected	Kolhapur

--
Regards,

Nitin Purohit

Zonal Manager - HR (MP & Pune)

Phone: 9039336222

Email: nitin.purohit@hdbfs.com

Website: <http://www.hdbfs.com>

For Exciting Career Opportunities Please visit: <https://careers.hdbfs.com/>

On 05-01-2023 19:41, Director CPC Placement wrote:

External email message. Please be extra vigilant before you click on a link/attachment or reply.

Dear Nitin,

Greetings from Sinhgad Management Institutes !!!

It will be a pleasure to have you at our Institute for offline test on 6th Jan.2023 (Fri.) at 2:00 pm.

Our address is:

Central Placement Cell.

4th Floor, Sinhgad Institute of Management (SIOM),

Sr. No 44/1. Vadgaon Bk, Off Sinhgad Road, Pune - 411041.

Please find the google map link: <https://goo.gl/maps/fwAhY2jYkrm>

You can get in touch with Ms.Sapna Sawant Aher- 9552510911 in case of any difficulties.

Regards,

Dr. Jayesh L Minase

Dean

Central Placement Cell

Sinhgad Management Institutes.

Working Hours: Mon- Fri | 10:00 am - 4:00 pm.

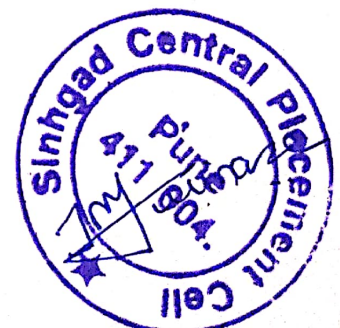
Sinhgad Central Placement Cell,

4th Floor, Sinhgad Institute of Management Building,

Sr. No 44/1. Vadgaon Bk, Off Sinhgad Road, Pune - 411041

Email id directorcpc.placement@sinhgad.edu | URL: www.sinhgad.edu |

Sapna Aher - 9552510911/Priyanka Karande - 9552569861/Shweta Pawar -9552510910



On Mon, 2 Jan 2023 at 12:09, Director CPC Placement <directorcpc.placement@sinhgad.edu> wrote:

Mr. Shubham Chandrkant Jagtap

28-Dec-23

S/o. Chandrkant Mahadev Jagtap

AT 25 FATA, PO VIDANI, PHALTAN, SATARA,
MAHARASHTRA

Satara

Maharashtra - 415523

Letter of Appointment

Employee Code - 107427

Dear Shubham Chandrkant Jagtap,

We are pleased to inform you that you have been appointed as **Executive - Client Acquisition** effective from **25-12-23**.

Your employment with IndiaMART Intermesh Limited ("Company") will be governed by Company's policies, as modified, from time to time and at Company's sole discretion, upon notice to you. The terms and conditions contained herein ("Terms of Employment") must be read as a part of all the Company's current policies.

1. Compensation

- 1.1 The compensation shall be **INR 30000/- p.m.** which includes agreed monetary values of perquisites. The details and break-up of salary in terms of compensation and benefits will be as per **Annexure A** to this letter. Income tax where applicable will be deducted at source from your monthly compensation as per the government rules and regulations.
- 1.2 You are required to provide a statement of income till date for this financial year, as well as proof of tax saving for the current financial year. Please note that the company will not be liable for any misrepresentation in your declaration of your income prior to joining the company.

2. Background Check

- 2.1 You acknowledge and agree that the Company has offered you employment based on the specific information and records furnished by you or on your behalf. You will provide or arrange to have provided any information and/or grant any consent or permission required by the Company and/or its agents from time to time to verify any such information and/or records and/or perform any background and/or reference checks.
- 2.2 If, at any time, the Company believes, in its sole discretion, that there is a discrepancy or inaccuracy in or with respect to any information furnished by you or on your behalf, including any information, documents, or certificates provided as proof of your qualifications and experience, or if you fail to cooperate with the Company and/or its agents in conducting such verification and/or background and/or reference checks, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

3. Leave Policy

- 3.1 You will be entitled to Festivals & National Holidays and leaves as per the policy of the company. For the purposes of leave, the Calendar year is followed. Detailed leaves are visible on the Company's Intranet.
- 3.2 All leaves should be applied in advance and should be approved by the manager. The company reserves the right to grant the leave applied, depending on the exigency of work.

3.3 Maternity leaves will be applicable as per Annexure B.

4. Salary and Benefits

- 4.1** Your compensation will be reviewed on an annual basis via annual appraisals unless otherwise decided as per the policy of the company and your salary may be adjusted, depending upon various factors, including your performance during the preceding performance period.
- 4.2** Unless otherwise provided by Company, your salary shall be paid in monthly / weekly instalments and in arrears. The total amount issued will be your salary less any statutory, standard, permissible, or elected deductions or set-offs applicable to your employment.
- 4.3** In addition to your salary, you may receive other benefits, as applicable under the Company's benefits or similar policies. Company may, upon notice to you, at any time and in its sole discretion amend, suspend, vary, and modify any of the terms and conditions of these benefits and/or policies. The compensation and/or benefits offered to you by the Company may be pro-rated depending on your effective start or effective termination date.
- 4.4** You will strictly maintain confidentiality of your salary details during your employment or thereafter. Any salary information sharing will be considered as violation of the company's values.
- 4.5** The quarterly PLI will be paid only to employees where the score is finalized for the quarter completed.

5. Statutory and other benefits

- 5.1** Company will provide you coverage under Accidental life insurance policy from day one. At the start of the first full calendar month after the expiration of thirty (30) days from your effective start date, you will be enrolled in Mediclaim policy.
- 5.2** Under applicable laws, you may be able to participate in schemes sponsored by the Government of India and any relevant state governments. On being covered under any of these schemes, Company may, at any time and in its sole discretion, deduct from your salary, upon notice to you, a portion of any contributions payable by you under the schemes.

6. Duties

- 6.1** The roles, responsibilities, and duties appropriate to your employment will be specified by the Company from time to time. Company may at any time, in its sole discretion, upon notice to you, alter or otherwise modify these roles, responsibilities, and duties. Further, at any time, you may be required to provide services, directly or indirectly, to Company and/or its Subsidiaries.
- 6.2** This job requires you to work from the office on all working days as per your working location.

7. Ownership of work

- 7.1** The ownership of any rights arising out of or in relation to the employment during the said period of employment in any work shall be vested in the company. In case, any document is required to be executed for conferring such rights in favor of the company shall be executed by you as and when required.

8. Hours of Work

- 8.1** A working week shall comprise a maximum of 48 hours of working in a week.

9. Placement of Employment

- 9.1** You acknowledge and agree that you may be assigned, transferred, or deputed to other branches/departments or units of the Company and/or its affiliates holding or subsidiary companies either in existence or may come into existence whether in India or abroad. In the event of any such assignment, transfer, or deputation, you may be required to consent to and/or agree to certain other agreements or policies applicable to such an assignment, deputation, or transfer.

10. Termination and Notice Period

10.1 Your employment shall terminate immediately:

(a) When you reach the age of 58 years or earlier if not medically or mentally fit.

(b) Upon Company giving you fifteen-(15) days' notice of termination for any reason, with or without cause; Company may, in its sole discretion terminate your employment immediately by paying your basic monthly salary in lieu of giving you such notice; and/or

(c) Upon Company's notice to you, if you are in breach of any of the terms contained herein or any of the Company's policies and you have failed to cure such breach within fifteen-(15) days of notice of such breach or within such period as notified to you as per policy of the company from time to time.

10.2 You may also have a right to terminate your employment with the Company by giving fifteen-(15) days' notice of termination. The Company may, in its sole discretion, accept the termination of employment by you with immediate effect or with such a lesser period with the payment of basic salary in lieu of the notice period/balance period of notice or otherwise; and/or

10.3 Company may terminate your employment immediately, with or without notice, on the occurrence of:

(a) Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors, and clients;

(b) Engaging in misconduct (willful, intentional, or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged, or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors, and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors, and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or

(c) Involvement in any act of moral turpitude.

11. Consequences of termination

11.1 Upon termination or expiration of your employment, for any reason, or as otherwise requested by Company, you will return immediately to the Company:

(a) Any property belonging to the Company, such as a laptop computer, mobile phone, access card and other devices with details of any passwords or user ids installed therein; and

(b) All Confidential Information and any Work Product, including any documents and information, of whatever description or in whatever form, tangible or intangible, in your possession, together with copies, notes or summaries of such documents and your own working papers which are derived of or based on such documents.

11.2 Upon termination or expiration of your employment, for any reason, amounts due or payable, from, or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing.

11.3 Upon termination or expiration of your employment, for any reason, Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you hereunder, including costs and expenses incurred towards your training. Further, Company shall be entitled to, at its sole discretion, withhold the relieving letter and all other documents regarding your employment hereunder.

12. Mode of Communication

- 12.1** Official E-mail ID shall be allocated to you after joining. Any information including letter/notice of confirmation, transfer, promotion, termination, resignation, policy matters, etc. by the Company shall be received/sent to you through this e-mail ID. You represent and warrant to use this E-mail ID only for the purpose of this employment.
- 12.2** Other than general notices, which may be intimated by e-mail, general notice, announcement on the Company's web site, bulletin e-mail, bulletin boards and other similar postings, notices will be provided to you in person, by email or by ordinary post at the address given by you at the time of your employment or such other address as may be intimated by you to the management thereafter.

13. Dispute Resolution

- 13.1** In case of any dispute or difference in respect of interpretation of the terms & conditions of this agreement, both the parties shall resolve the same amicably through discussions by the duly appointed representatives. However, any dispute having not resolved shall be referred to the sole arbitration by a person duly nominated by the company as an arbitrator, whose decision shall be final and binding on both the parties. The arbitration shall be at Delhi and proceedings shall be in English.

14. Confidentiality

- 14.1** "Confidential Information" means any proprietary or confidential information, work product (whether produced by you or other resources of the Company or provided to you by Company or on Company's and its affiliates and their employees, contractors and/or clients behalf) designs, business information or plans, inventions, technical data, business strategies, trade secrets or know-how, in any media of Company, its affiliates and their employees, contractors and/or clients, whether oral or written or in electronic format, and whether marked as confidential or proprietary or not, including but not limited to, research, business plans, product plans, service offerings or services descriptions, projects or opportunities, proposals, Work Product or deliverables, contractor, customer or client lists, distribution and sales methods, sales and profit figures, finances, titles and descriptions of any patents or patent applications filed or which could be applied for in any country or jurisdiction, methodologies, training materials, personnel information and internal publications. Confidential Information shall not include information which is publicly available.
- 14.2** You agree, as part of your employment hereunder, you will have access, directly or indirectly, to certain Confidential Information of Company and its affiliates and their employees, contractors, and/or clients. At any time during the term of your employment, you agree to execute non-disclosure or similar agreements required by the Company and its affiliates and their employees, contractors, and/or clients with respect to such Confidential Information.
- 14.3** During the term of your employment and thereafter, you shall:
- (a)** Hold the Confidential Information in the strictest confidence.
 - (b)** Not disclose or use or attempt to use or disclose, the Confidential Information, except as expressly permitted by the Company and solely for the purpose of which such Confidential Information was disclosed to you.
 - (c)** Not disclose or divulge the Confidential Information to or for the benefit of any third person or entity without the prior authorization of the Company.
 - (d)** Give prompt notice to the company of any actual or attempted unauthorized use or disclosure of confidential information.
 - (e)** Ensure the compliance of SEBI (Prevention of Insider Trading) Regulations, 2015, and the Code of Conduct made in terms thereof.
 - (f)** Return the Confidential Information, including any copies or reproductions, at Company request or upon termination of your employment. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment.

Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this Section by you, including in the event, where you take up or attempt to take up employment with or act or attempt to act as a consultant or contractor to any person who may be a competitor of Company or take up or attempt to take up employment or contract with any person in a manner that may result in disclosure or misuse of Confidential Information.

15. Intellectual Property

- 15.1** You agree that any rights, title and interest whatsoever, including, but not limited to, patents, copyright, trade secret and design rights, mask rights, whether registerable or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, or other material which you conceive, discover or create during or in consequence of employment hereunder ("Work Product") shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to Company and its affiliates upon inception or development.
- 15.2** All Work Product shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation, patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and agree not to challenge the validity of Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results or proceeds therefrom, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to Company or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against Company and its affiliates and their employees, contractors or clients with respect to such rights and grant to Company and its affiliates an exclusive, irrevocable, perpetual, worldwide, sublicensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof.
- 15.3** You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including authors special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company and its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you.
- 15.4** You agree that you will not violate or attempt to violate the intellectual property rights, interests, or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this Section by you.

16. Data Privacy Policy

- 16.1** Company may, in connection with your employment, receive personal data relating to you or third parties associated with you (such as your spouse or children). Such data may be received from you, or from other sources, and some limited personal data may be recorded directly or indirectly by internal security systems or by other means. Company may process such data for the relevant and limited purposes in accordance with the policy of the Company.

17.Full time employment, Non-Compete and Non-Solicitation

- 17.1** During the term of your employment or these Terms of Employment, you will not, directly or indirectly, either alone or jointly with or as manager, agent, consultant or employee of any person, firm or company, engage yourself in any activity or business including but not limited to the activity or business which could result in direct or indirect competition with the business of the Company.
- 17.2** You must not directly or indirectly either during employment or for a period of 12 months thereafter, solicit, or try to entice away from the Company any person, employee, business leads or clients associated with the Company that you may have come across during your employment with the Company.

18.Warranties

- 18.1** You warrant that your employment Company will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party to.
- 18.2** You warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with 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 the effective start date at the Company.
- 18.3** You warrant that you have not and will not inappropriately, or attempt to, use or disclose any confidential or proprietary information obtained from a third party or otherwise.
- 18.4** You warrant that you will comply with all of Company's policies and standards (including the Company's Code of Conduct) in effect from time to time and shall perform your services in a professional manner and in a manner consistent with otherwise as applicable to the services provided by you hereunder.
- 18.5** You warrant that you possess all the requisite certificates, licenses, permits, work visas, clearances to be able to lawfully and rightfully perform the services as required hereunder.

19.Indemnification

- 19.1** You agree to indemnify the Company and its affiliates for any losses or damages sustained by Company and its affiliates which is caused by or related to your breach of any of the provisions contained in this Terms of Employment.

20.General

- 20.1** These Terms of Employment and your employment is personal to you and you cannot assign, subcontract or transfer your obligations hereunder to any other person or entity. Company may assign these Terms of Employment, in part or whole, upon notice to you. No delay or failure by Company to exercise any of its powers, rights or remedies under these Terms of Employment will operate as a waiver of such powers, rights or remedies. If any provision of these Terms of Employment is held by any competent authority to be invalid or unenforceable, the validity of the other provisions and the remainder of these Terms of Employment shall not be affected. You shall not make any announcement concerning Company and 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. These Terms of Employment will be construed in accordance with and governed by the Laws of India.
- 20.2** These Terms of Employment, together with the 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.

ACKNOWLEDGEMENT

I confirm that the given E-mail ID is my assigned official id: **shubham.jagtap@indiamart.com**



Madhup Agrawal
National Head - HR
(IndiaMART InterMESH Ltd.)

I, hereby acknowledge that I am signing this Appointment Letter digitally, and I have thoroughly read, understood, and agreed to all the clauses, terms, and conditions outlined in this letter. My digital signature signifies my acceptance of the terms and conditions stated herein.

I hereby accept the above appointment on the terms and conditions stated herein above

UPLOAD YOUR

SIGNATURE

(Shubham Chandrkant Jagtap)

Annexure A

Compensation Break-up

Employee Code	107427	
Name	Shubham Chandrkant Jagtap	
Designation	Executive	
	Break-up of compensation	
Components	Monthly CTC (Amount "INR")	Annual CTC (Amount "INR")
BASIC	21001	252012
HRA	7199	86388
PROVIDENT FUND	1800	21600
DEDUCTION	3600	43200
TOTAL PROVIDENT FUND	3600	43200
TOTAL	30000	360000

Please note that the above-mentioned salary is inclusive of the deductions as per statutory requirements.

Date: 25th September, 2023

Letter of Offer

Dear Yogesh Jamodkar,

Further to our discussion date September 23rd, we are pleased to offer you the position of **Accountant** in our Firm. Please refer to the attached Annexure-1 for your salary structure and an explanation of its components.

On joining, you will be subject to the employee policies and practices of **AVA Insights Partners LLP**. A summary of the present policies is included as Annexure-2 to this offer letter for your reference. Also refer Annexure-3 for the list of documents to be submitted at the time of your joining.

You are required to join duties on or before **October 6, 2023** at our Pune office for this offer to be valid. Failure to which offer shall deemed to be null & void.

Kindly report at the following address at 10:00 AM on your date of joining –

Ahuja Valecha & Associates LLP

Chartered Accountants

Meera Madhav, Plot No 38

Sainik Vihar, Cloud 9 Estate,

Off NIBM Road | Pune 411060

AVA INSIGHTS PARTNERS LLP, holds the right to defer or cancel this offer at any time before or after your joining in case any information furnished by you is found incorrect or misleading.

We look forward to your joining AVA INSIGHTS PARTNERS LLP, at the earliest and wish you a successful career with us. Thanking you,

Sincerely,

For **AVA Insights Partners LLP**

Shachi Mathur

HR Dept.

ANNEXURE-1

SALARY BREAK-UP

Name: Yogesh Jamodkar
Designation: Accountant
Date of Joining: October 6, 2023
Department: GPS
Location: Pune

EARNINGS	MONTHLY	ANNUALY	DEDUCTIONS	MONTHLY
	(INR)	(INR)		(INR)
Basic	13,500	1,62,000	PT	200
HRA	5,400	64,800	PF Employee	1,800
Internet & Telephone Reimbursement	-	-	PF Employer	1,800
Fuel Reimbursement & Maintenance	-	-	ESIC Employee	-
ESIC employer	-	-	ESIC Employer	-
PF employer	1,800	21,600		
Other Allowance	3,100	37,200		
				-
GROSS EARNINGS	23,800	2,85,600	TOTAL DEDUCTIONS	3,800
CTC	20,000	2,40,000		

- Variable pay of Rs 28,560/- would be payable Quarterly, i.e., in December 2023, March 2024, June 2024 and September 2024 based on performance and on attaining the agreed Deliverables.

PAYROLL

The payroll cycle for salary processing is from the 1st day of previous month to the last day of the previous month.

BENEFIT TO EMPLOYEE (BTE)**Gratuity**

Gratuity is payable as per the provision of the Payment of Gratuity Act, 1972

Leaves in a year

All employees (Confirmed / unconfirmed) are entitled for 24 days of total leaves (Pro rata basis) and up to 10 National Holidays in a year

BYOD (Bring your own device)

The employees can claim Rs 750/- per month in OPE if they are using their own laptop, if same has similar confirmation required for work.

Mediclaim

All employees (Confirmed / Unconfirmed) are covered under Group Medical Insurance

PAY COMPONENTS AND DEDUCTIONS

The pay components are Basic, HRA, Conveyance allowance, LTA and Other allowance besides reimbursements applicable as per firm policy which is subject to amendments as per the decision of management. Deductions are made under the following heads from individual's salary as per the applicability (As per Government norms)

- Withholding Tax
- Professional Tax
- ESIC (If Applicable)
- Employee Provident Fund (Employee and Employer both)
- Firm Loan Instalment- If any
- Any other deductions / recoveries arising from time to time

INCOME TAX

Pay Square will provide individuals a statement of their projected income and income tax calculation. Individuals are expected to submit the declaration of their investments plans to Pay Square within stipulated time frame, based on which the tax liability is estimated and income is deducted till the end of financial year. Actual proofs of investments are to be submitted by December 15th every year. In case the individual fails to submit proofs of investments tax will be deducted accordingly.

Individuals joining in the middle of financial year are expected to produce salary certificate showing details of income and tax deducted in their previous organization to enable proper tax computing to entire financial year.

PROFESSIONAL TAX

The firm shall deduct professional tax in respect of all individuals as per statutory rules in this regard.

PROVIDENT FUND & PENSION SCHEME

Individuals are covered under the provision of provident fund Act 1952, from the date of joining of the firm. The rate of contribution towards the scheme by individual and the firm is calculated on the basis and the maximum limit is Rs 1800/- and the equivalent contribution is made by the firm.

PF TRANSFER ON JOINING OF THE FIRM

An individual who was covered under PF with the previous employer, may transfer his accumulated balance to his present PF account with the firm. To transfer the PF fund from his previous employer, the individual shall need to fill online form 13(Revised)

EMPLOYEE STATE INSURANCE

The ESI deduction is always on the Gross Salary for those drawing Rs. 21,000/- or less as per the Employees' State Insurance Act, 1948. The employee share of contribution of ESI is @ 0.75% and employer share of contribution of ESI is @ 3.25%.

PF NOMINATION

All new joiners who are covered in the PF are expected to fill up PF Nomination form in triplicate. In case of change in nomination later, individual need to fill the same form again with the new nomination.

TRAVEL & MEAL

Travel and meal reimbursements applicability shall be as per the clauses mentioned in the AVA Handbook which may be added, modified, amended, altered changed or replaced from time to time by the Management.

ANNEXURE-2

Additional Terms and Conditions of Offer

1. Date of joining:

This offer for employment is subject to your joining and reporting to the designated **AVA Insights Partners LLP, Pune** location on or before **October 6th, 2023** failing which this offer will be deemed to be null and void. In case of such withdrawal of offer, AVA INSIGHTS PARTNERS LLP reserves the right to re-consider or reject your employment with AVA INSIGHTS PARTNERS LLP.

2. Work location and transfer:

Your initial location after joining will be at **AVA INSIGHTS PARTNERS LLP Pune** office. This offer is subject to your preparedness to work in any of the locations of AVA INSIGHTS PARTNERS LLP or its affiliates. Your services are transferable and you may be assigned to any office of AVA INSIGHTS PARTNERS LLP or an associate Firm.

3. Probation Period:

You will be on probation in the first instance for the period of Six (6) months from the date of joining. During the probation period your services can be terminated without assigning any reason whatsoever, by giving to you one (01) days' notice or one (01) day's salary in lieu thereof. If you resign during the probation period, you will be required to give to firm Two (60) days' notice in writing or two (60) day's salary in lieu of it.

4. Background verification:

This offer for employment is subject to the satisfactory completion of your background reference check, which includes verification of your past employment details based on the documents and information furnished by you at the time of joining AVA INSIGHTS PARTNERS LLP and verification of all other documents submitted by you as a reference for your educational qualifications or any other credentials.

In case you are unable to furnish necessary documents and information for completing your background reference check or in case you furnish any misleading information or false documents, AVA INSIGHTS PARTNERS LLP reserves the right to terminate your employment irrespective of anything to the contrary in the Firm's Policies.



5. Confidentiality and return of materials:

You will be required to maintain organizational secrecy and confidentiality with respect to information and procedures followed in AVA INSIGHTS PARTNERS LLP. You should not disclose any information/materials that are an intellectual property of AVA INSIGHTS PARTNERS LLP, its associate companies, or clients.

Upon resignation or termination of your employment, you will return to AVA INSIGHTS PARTNERS LLP all papers and documents which may at that time be in your possession. This includes all type of material related to the business of AVA INSIGHTS PARTNERS LLP or any of its associates or branches and you will not retain any copies or extracts therefrom.

6. Non-competition:

During the term of your employment with AVA INSIGHTS PARTNERS LLP, you will not engage in any other employment, occupation, consulting, or other business activity related to the business in which AVA INSIGHTS PARTNERS LLP is now involved or becomes involved during the term of your employment. You will not engage in any other activity that conflicts with your obligations to AVA INSIGHTS PARTNERS LLP during the term of your employment and for 6 months thereafter without the prior written consent AVA INSIGHTS PARTNERS LLP.

7. Working hours:

The general official work timings at AVA INSIGHTS PARTNERS LLP starts 10:00AM Onwards. Official working days are Monday to Friday.

Office timing 10:00AM onwards.

Official week off Saturday and Sunday.

Support function departments need to work on alternate Saturdays or on "Off" days/holidays as per instruction from their respective managers. Depending on work exigency, resources can be asked to work extended hours on weekdays apart from the normal working hours or work on weekends as per instructions by their respective managers.

8. Leaves and holidays:

You will be entitled for leaves in accordance with the firm rules, a copy of which is available with the HR Department. Any leave planned to be availed by you must be applied for at least 7 (seven) working days in advance and approval must be obtained from your designated Manager atleast 5 (five) working day in advance.

B) If any long leave planned for more than 7 (seven) days then one need to apply before 45 days in advance so that the work can be planned accordingly

9.Designation and Reporting:

Your designation is merely indicative of the responsibilities that you are required to carry out. The firm shall be entitled to require you at the time to perform any other administrative, managerial or any other functions and you shall be bound to carry out such other functions. You will report to the concerned Department Head or any other official as advised by the Management.

10. Appraisal:

Your performance shall be assessed at regular time intervals and you shall be eligible for salary revision based on your performance and your capability as well as Firm's performance.

11. Dress code:

Work dress code ranges from Formal to Business Casual to Casual. AVA's objective in establishing a dress code is to allow our employees to work comfortably in the workplace, while projecting a professional image not only to our customers, potential employees, community, and visitors but also within the organization. Since all casual clothing is not suitable for office, the dress code is specified in the employee manual to help you determine what is appropriate to wear to work. You should adhere to the dress code published in the employee manual on intranet.

You are required to wear formals on your date of joining, which is:

For Gentlemen: Formal full sleeve shirts and trousers with a tie and polished formal shoes.

For Ladies: Western formals, salwar-kameez or formal saris with sandals.

12. Termination and resignation:

A. Resignation: During the tenure of your employment, the appointee can terminate the appointment by serving Two months' notice or pay an amount equivalent to Two months' consolidated salary in lieu of the notice period. In case of a shortfall of notice period, the relieving date shall be the prerogative of the Firm,

Termination: AVA INSIGHTS PARTNERS LLP reserves the right to terminate the services of an employee:

a) With or without cause by providing one month's notice or one month's salary instead of the notice.

b) Without notice in the following cases:

- i. If the employee is absent or on unauthorized leave without notice in writing or without sufficient reasons for seven days or more
- ii. The employee causes damage to the physical or intellectual property of AVA INSIGHTS PARTNERS LLP or any of its clients/associates.

iii. Non-compliance with laid down policies, processes or procedures of the firm

13. Rules and regulations:

You will be subject to all rules and regulations of AVA INSIGHTS PARTNERS LLP that are in force and shall abide by them until in employment with the organization. AVA INSIGHTS PARTNERS LLP policies are available on its intranet, which is accessible to every AVAians and are updated from time to time. You are expected to be aware of the Firm's policies and abide by them.

You should at all times comply with the set processes of the firm with regards to saving and retention of work data, reporting of daily work, backlog and progress backed by consistent attempts to finish allocated work on time or before scheduled dates. Failure to comply may lead to disciplinary action being taken against you. Disciplinary actions would be executed by way of reduction to your agreed gross pay or monthly attendance or both. Persistent non-compliance with any of the processes or delays in delivery of assigned work may even lead to termination of services and shall not need a notice period. The decision of the firm Partner on these matters shall be final and binding on you.

AVA reserves the right to modify any or all of the above terms and conditions that shall be binding on you, from time to time.

You will be governed by the code of conduct, discipline, rules, and regulations as laid down by the Firm. These can be modified and updated from time to time, and these will be deemed to form an integral part of this offer of employment.

14. Acceptance:

The employee has freely, willingly & voluntarily agreed this Agreement and its Annexures on all pages in acceptance thereof, and remains bound by its terms and conditions and promised to dutifully fulfil, honor & discharge the same.

I am (The Employee is) aware that the firm has decided to engage me only after my willing, unequivocal & total acceptance & agreement of the representations and assurance as above, made by me in a sound mind, and the firm would not employ me for non-acceptance of disagreement of the same.

Please return the duplicate copy of this letter duly signed in token of having willingly & in sound mind having agreed to & unequivocally accepted all of the above terms and conditions of this employment contract / letter

EMPLOYEE CONFIDENTIALITY AGREEMENT

Dear Sir/Ma'am,

I the undersigned _____ a resident of _____ currently employed with Ahuja Valecha and Associates, in _____ department to hereby undertake:

1. That I will not disclose to any person within and / or outside the firm or to any subsequent employer and use in other than Firm's business its confidential Information without the firm's written permission. The confidential Information shall include but not be limited to any information which relates to the business, manufacturing methods, process, techniques, products or research undertaken by the confidential, or which may be reasonably understood by its nature, to be confidential, or which is received in confidence from third parties or customer of the firm. On termination of my contract / employment. I will not take with me (and I will promptly return any such material then my possession) any material containing the Firm's Confidential Information, including but not limited to process related material, blueprints or other reproductions, notebooks, documents and or/reports and in addition any products or items which are sold or leased by the firm, in its normal course of Business.
2. To comply with and do all things necessary for the Firm under the laws and regulations of any relevant Government, and with the provision of Contracts between the Firm and Firm's customer, and the agencies of any Government or their contracts which relate in particular, but not by way of limitations, to patent rights, copyright and other intellectual property rights, or to the safeguarding of information.
3. Not to use, install and download any unlicensed / pirated software during the tenure of my employment. In an event of breach of any Intellectual Property Rights (IPR of third parties due to such unauthorized use, installation of any software of such third parties if any claim, cost, proceedings, expenses are imposed on the firm by the third parties, then I shall fully indemnify the firm for such claim, loss, proceedings and expenses at actual.
4. Not to disclose to the firm, or induce the Firm to use, any confidential Information or material belonging to others.
5. To assign to the Firm my entire right, title and interest in or to any patent right, copyright and any other intellectual property right which may subsist in any idea, invention and material, including process workflow, prepared for the Firm wholly or in part by me at any time, during my contract tenure with the Firm, and which relates in any manner to the actual or anticipated business, research or development of the firm, or is suggested by or result from any task assigned to me or work performed by me and / or on behalf of the Firm, or is suggested by or result from the Firm's confidential information.
6. To indemnify the Firm against all losses or damages, cost, expenses incurred or suffered by the Firm as a result of my failure to observe, perform or observe any of the obligations under this letter of undertakings.
7. To authorize the Firm to recover any amount due to me by the Firm including but not limited to full and final settlement, and / or any retirement benefits for losses, expenses, claims arising out of failure to perform or observe any of the obligations under this letter of undertakings.

8. That I will keep in strict confidence, any specialized to me by the Firm to enable me to meet the job requirement assigned to me.
9. To agree that during my employment with the firm, I will not improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity and that I will not bring on the premises of the firm any unpublished documents or proprietary information belonging to any such employer, person or entity unless consented to in writing of such information by such employer, person or entity
10. That I will grant consent to notification by the firm to my new employer about my rights and obligation under this agreement, in the event of my leaving the employment of the Firm.
11. I will not take photographs of any business / operations documents (viz. policy copy, claims/authorization letter, etc) without the written permission by HOD

I agree that any violation of the terms and conditions mentioned above shall be treated as Breach of contract under the existing law of the land.

I agree that the law of the Republic of India govern this undertaking and reaffirm my resolve to fully abide with the provision and terms of my employment with AVA Global Professional Services.

I agree that all disputes arising out of this letter will be subject to the jurisdiction of the Pune (Maharashtra) court. And that the courts, tribunals and /or authorities at Pune (Maharashtra) only shall have Jurisdiction to entertain, try and decide such disputes or differences arising out or pertaining to this contract of employment, irrespective of the working location (posting) being elsewhere at those times.

Date: - _____

Signature: - _____

Name: - _____

Address: - _____

ANNEXURE-3**JOINING TIME: DOCUMENT CHECKLIST**

Originals and photocopies of the following documents need to be submitted on the day of joining. Non-submission of any of the documents will lead to deferment of joining formalities. Original documents will be returned after verification.

A. Educational documents:

1. 10th and 12th/Diploma mark sheets
2. Degree certificate and mark sheet (all semesters/years)
3. PG certificate and mark sheet (if applicable – for all semesters/years)
4. Any Certification mark sheet/certificate

B. Employment documents:

1. Relieving and Experience letter from past 2 employers
2. Last 3 salary slips
3. Salary proof of fixed and variable components (appointment/increment letter)
4. Bank statement for last 3 months (if working on contract)

C. Personal documents:

1. Marriage certificate (if applicable)
2. 3 passport size photographs
3. Passport
4. PAN (Permanent Account Number) Card

Before the date of joining, kindly forward the copy of your resignation letter and the acceptance of the same by your previous Employer HR to hr@avallp.in. You can also mail us on hr@avallp.in if you have any queries.

ACCEPTANCE OF OFFER

I have read the offer letter and the annexed policies. I hereby accept the offer on the aforesaid terms.

I solemnly affirm that I am not under any medication on account of any medical condition, which may adversely affect the performance of my duties in the event of my appointment pursuant to my acceptance of this offer.

I shall join duties with effect from the date mentioned hereinabove. In case of delays in joining, I shall inform the concerned authority one week in advance in writing.

Name:

Signature:

Date:

Place:

ONE VISION MANY WORLDS
App ID: 6302310680

Thursday, 27 July, 2023

HC-764299

Rutuja Javanlal
Rama Nagar,
Saegaon,
Aurangabad, Maharashtra, India,
431120
Cell : 8767793613
E-mail : rutujajavanlal374@gmail.com

Sub: Offer Letter

Dear Miss. Rutuja Javanlal ,

1. This has reference to your application and subsequent discussions you had with us. We are pleased to offer you an appointment for the position of **'Trainee-Sales & Marketing'** in **'M21' grade**, at **Corporate division of Viraj Profiles Pvt. Ltd., Tarapur (Plant)**, on the terms and conditions, as discussed and mutually agreed during the meeting discussions. However, your services may be transferred to any location of the Company, as per Management's decision.

2. As discussed, you are requested to join us on or before **Wednesday, 23 August, 2023**. Detailed appointment letter will be issued to you on your joining at Viraj Profiles Pvt Ltd.

3. You are advised to provide the followings documents at the time of joining to complete your joining formalities, as per norms :-

- Copy of all Educational Qualification Certificates.
- Three recent Passport Size self-photographs.
- Medical Fitness Certificate, from a registered Medical Practitioner.
- Relieving Letter & Experience Certificate from your last/previous employer(s).
- Last Pay Certificate, salary slips and Bank statement.
- Copy of your PAN, Aadhar card, Savings Bank Account number.

4. We look forward to welcome you in the Viraj family and trust our association will be a long and mutually beneficial one.

5. Duplicate copy of this offer may please be returned to us duly signed as a token of acceptance of this letter.

Thanking you,
Yours faithfully,

Nikesh Doure
General Manager HR & IR

Corporate Office:

Neevij Kumar

Viraj Tower, Ground & 1st Floor, Junction of Andheri Kurla Road,
Western Express Highway, Near Land Mark Building, Andheri (East),
Mumbai - 400069, India T : +91-22 6276 6200

Acceptance signature

Registered Office:

G-34, MIDC Tarapur Industrial Area, Boisar,
Dist. - Palghar, Maharashtra - 401 506, India
T : +91-2525 660 600

HRD/2T/23-24/1006922430

October 17, 2023

Mr. Shantanu Jondhale
Candidate ID: 1006922430
B-4 MALDAD ROAD SAILILA COLONY
TIRANGA CHOWK SANGAMNER
Sangamner-422605
India
Ph No : +91-7888170015

Dear Shantanu,

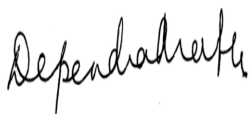
Welcome to Infosys!

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 people are empowered to move forward as far as their ideas will take them.

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 training with you and wish you success in your career with us.

Warm regards,



Dependra Mathur
SVP and Global Head - Human Resource Development, Infosys BPM Limited

INFOSYS BPM LIMITED
Building 48, 4th Floor,
Section 1,
Electronic City Hosur
Road, Bangalore -
560100

HRD/2T/23-24/1006922430

October 17, 2023

Mr. Shantanu Jondhale
Candidate ID: 1006922430
B-4 MALDAD ROAD SAILILA COLONY
TIRANGA CHOWK SANGAMNER
Sangamner-422605
India
Ph No : +91-7888170015

Dear Shantanu,

Congratulations! We are delighted to make you a Training offer as **Process Trainee** and your role is **Process Trainee**.

Here are the terms and conditions of our Training offer:

1. Definitions

The following terms shall have the following meanings for the purpose of this Training offer ('Offer Letter' hereinafter).

'Affiliates' means any entity that controls, is controlled by, or is under common control with the

*For the purpose of this Training offer letter, 'Affiliate' means an entity that controls, is controlled by, or is under common control of the Company. 'Control' includes the right to appoint majority of the directors or to control the management or policy decisions exercisable by a person or persons acting individually or in concert, directly or indirectly by virtue of their shareholding or management rights or shareholders agreements or voting agreements of in any other manner.

4. Training

You recognize and accept that at the time of appointment as **Process Trainee** , except exposure to academic

If during your Training you are on Leave or absent for a continuous period of 5 or more working days, for any reason whatsoever, you shall be moved to another batch of trainees as per availability or suitability, to ensure that you are not deprived of any particular part of the Training. Till the time that you are given a rejoining date, you will not be paid any stipend by the Company. The above will also result in extension of your Training Period as well as other milestones.

7. Transfer

You can be transferred to any of our units / departments situated anywhere in India or abroad for the purpose of your Training.

8. Stipend

Your total Stipend during the Training Period will be **INR 20153 per month**, including

You hereby acknowledge and agree that you are medically fit, at all times, to carry out your Training. In the event, the Company has any concerns about your fitness, including both physical and mental fitness, to train at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to Training. In the event, you are declared medically unfit to train by a registered medical practitioner or you fail to carry out your Training on account of your continued ill health/prolonged illness, your Training may be terminated in accordance with the Company procedure and process.

You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report to your mentor and/or the BP-HR and upon the Company's direction you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the other parties visiting the workplace. You hereby agree that during such period when you are not Training.

You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account of sickness.

12. Passport

Our Training offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

13. Notice period

Prior to the commencement of your Training with the Company, this Training offer may be terminated by the Company without any notice to you.

During the Training Period, you will be required to give 1 (one) month notice or Stipend thereof in case you decide to leave the Training, subject to the Company's discretion. Similarly, the Company can terminate your Training by giving 1 (one) month notice or Stipend thereof.

Your Training can be terminated by the Company without notice or payment in lieu of notice, at any time, for the occurrence of any act(s)/omission(s), including but not limited to the following:

(a) Engagement in misconduct.

(b) Falsification of any educational mark-sheets, transcripts or other related documents, or misrepresentation of information provided to the Company at the time of selection for Training.

(c) Not meeting the required eligibility criteria communicated to you prior to your selection for Training.

(d) Engagement in any conduct which brings or may bring the Company into disrepute.

(e) Convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence.

(f) In any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your Training offer letter and/or breach of the Company policies.

If your Training is completed or terminated, then you must immediately return all confidential information and any other property of or relating to the Company or the customer, affiliates, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

14. Background checks

The Company may, at any time and 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 the Information Sheet at Annexure - II.

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your Training with the Company.

If you fail to submit the necessary information and/or 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, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke this Training offer prior to your acceptance, or terminate your Training without notice or payment of Stipend.

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 and/or documents as it may deem fit, to substantiate the details that you have earlier provided to the Company, before initiating the appropriate action.

Please note that the Company 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.

15. Other terms and conditions

You agree to resign from any existing engagement, whether full-time or part-time, as director / partner / member / employee / trainee of any other organization / entity engaged in any form of business activity or public or charitable endeavour prior to joining the Company. You agree to ensure that your last working day with such organization, whether full-time or part-time, as director / partner / member / employee / trainee, is at least one working day prior to your start date with the Company.

You agree not to undertake employment, whether full-time or part-time, as the director / partner / member / employee / trainee of any other organization / entity engaged in any form of business activity without the consent of the Company. 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 **Process Trainee** is conditional upon your having fully completed your graduation /

You hereby agree and acknowledge that, at all times during the course of your Training with the Company, you will physically report to work at your location for Training, as mentioned in this Training offer letter, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for Training in disobedience of the Company's direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against 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 Training shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your Training with us. This Training offer is also conditional upon your acceptance and execution of the Customer Connection Agreement (Annexure - I).

This Training offer constitutes the entire agreement between you and the Company regarding the terms of your Training 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 Training 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.

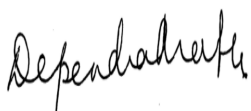
The waiver by the Company of any breach of any term of this Training offer letter will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

This Training offer letter 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 your Training.

We wish you a rewarding Training with Infosys.

Yours sincerely,



Dependra Mathur
SVP and Global Head - Human Resource Development, Infosys BPM Limited

ACKNOWLEDGEMENT AND ACCEPTANCE

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

Date: _____, 20____

Sign your name

Print your name

Location

ANNEXURE - I

CUSTOMER CONNECTION AGREEMENT

I _____ accept training with Infosys BPM Limited ("**Infosys**").

I hereby acknowledge and agree that, for a period of **6 (Six)** months following the completion or

ANNEXURE - II

INFORMATION SHEET

Sl. No.	Document	Details
1	10th standard marks card*	Mandatory
2	12th Standard marks card*	Mandatory
3	Marks cards for all the years of graduation, degree, diploma certificate*	Mandatory
4	Relieving Letter from all organizations worked*	Mandatory
5	Passport size photographs*	6 (mandatory)
6	Professional Qualification marks cards* and certificate (if applicable)	Mandatory
7	Post graduate mark cards* and certificate (if applicable)	Mandatory
8	NSR registration number or ITPIN number or web registration number	Mandatory
9	Passport**	Optional
10	Driving License	Optional
11	Passport/Driving License/PAN Card/Voters ID	Mandatory
12	Aadhar Card***	Mandatory
13	NATS Registration Number	Mandatory

* Failure to produce the document on the date of joining your Training will entail suitable action by the Company including withdrawal of Training offer & termination of Training. Originals of the above documents that you have submitted will be returned to you post verification. If required, Company can require you to furnish details on your past employments (if any).

** The Company reserves the right to initiate background verification (BGV) for all employees.

*** All trainees are required to produce their Aadhar card details to the Company prior to or at the time of joining the Company for Training.

ANNEXURE - III

TERMS OF EMPLOYMENT

At the completion of your Training Period, the Company may, at its sole and absolute discretion, decide to extend you an offer of employment on the below terms and conditions:

- 1. Role Designation: Process Executive**
- 2. Role: Process Executive**
- 3. Job Level: 2B**
- 4. Joining Date**

Your position, duties, responsibilities and reporting lines may be changed by the Company as required, from time to time, and you will be informed in writing of those changes.

Unless you are informed otherwise, these terms will continue to apply to you, even though your position, duties, responsibilities and reporting lines may change.

You agree that the primary purpose of your Role is the assignment to and completion of billable work for the customers of the Company. Where you are not engaged to perform billable work, you acknowledge that this may affect the ongoing viability of your Role and may result in outcomes up to and including the redundancy of your role, in accordance with the Company's policies in place from time to time.

7. Leave

You will be eligible for leaves in accordance with the leave policy of the Company.

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

The Company's policies also provide for maternity, paternity and bereavement leave. Further details will be provided to you at the time of commencement of your employment with the Company.

8. Promotion and Progression

The Company is committed to a performance-based culture. Career progression and increments in your salary will depend significantly upon your performance and demonstrated achievement of agreed business outcomes and desired professional behavior. A formal assessment of your performance will be periodically conducted in line with the Company's performance appraisal process with which you will be required to become familiar with, and in which you will need to participate.

9. Transfer

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

10. Compensation and Benefits

A. Salary

Your total gross salary will be **INR 20153 per month**. The break-up of your salary has

B. Voice and Shift Allowances

In addition to the gross salary mentioned above, you may be eligible to the following conditional allowances which will be paid as applicable, based on Company policies. These are not a guaranteed part of your compensation and will only be paid if you are eligible to receive them.

Voice Allowance - This amount becomes payable once you are allocated to a voice process code and based on your performance. If during the course of your employment, you get allocated to a data process code, the voice allowance will not be payable. This is not applicable for employees in various BEF streams.

Shift Allowance - This allowance is paid based on the shift that you work in. This is not payable while working in a day shift. For further details, please refer to the shift allowance policy of the Company.

All allowances are payable as per the policies of the Company, which are subject to change from time to time.

C. National Pension Scheme

The Company offers all the 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.

D. Insurance

Health Insurance: You will be eligible to participate in a Group Health Insurance Scheme and covered by default under the standard health insurance plan as per the applicable Company Health Insurance Policy. You may also choose to enhance the benefits with other participatory optional health insurance plans.

12. Work Health and Safety

(a) You agree to comply with all the directions and instructions emanating from the Company regarding health and safety and shall also take all the reasonable steps to ensure that you do not undermine your health and safety or the health and safety of any other person during the period of your employment with the Company.

(b) You hereby acknowledge and agree that you are medically fit, at all times, to discharge the role and duties entrusted to you by the Company. In the event, the Company has any concerns about your fitness to work at any point in time, the Company may require you to consult and/or undergo a medical examination with a registered medical practitioner as nominated by the Company. You hereby agree to provide the Company with a copy of any such medical reports/results and/or authorize the Company to communicate with the concerned medical practitioner regarding your fitness to return to work. In the event, you are declared medically unfit to discharge your role and duties by a registered medical practitioner or you fail to discharge your role and duties on account of your continued ill health/prolonged illness, your employment may be terminated in accordance with the Company procedure and process.

(c) You hereby acknowledge and agree that in the event you contract any infectious or contagious disease, you will immediately report to your Manager and/or the BP-HR and upon the Company's direction you shall not enter the office of the Company or that of the customer, until permitted to return. The Company also reserves the right to refuse entry into the workplace to any individual who is deemed by the Company to be unfit at its sole discretion, in the interest of providing a safe and hygienic environment for all the employees and third parties visiting the workplace. You hereby agree that during such period when you are not working, you will be on earned leave and upon exhaustion of the earned leave, on unpaid leave.

(d) You may be required to provide the Company with a medical certificate from a registered medical practitioner to verify a leave claim made on account on sickness.

13. Notice Period and Termination of Employment

Prior to the commencement of your employment with the Company, this offer of employment may be terminated by the Company without any notice to you.

You will be required to give 1 (one) month notice or salary thereof in case you decide to leave the services of the Company, 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 1 (one) month notice period. Similarly, the Company can terminate your services by giving 1 (one) month notice or salary thereof.

Your services can be terminated without notice or payment in lieu of notice, at any time, for the occurrence of any of the below act(s)/omission(s), including but not limited to the following:

(a) engagement in misconduct;

(b) refusal or failure to act in compliance with a directive or instruction of the Company or its customer;

- (c) engagement in any conduct which brings or may bring the Company into disrepute;
- (d) Convicted of an indictable offence or enter a plea of guilty to a charge brought for an indictable offence.
- (e) In any other circumstance, in which the Company has the right to do so in accordance with the applicable law in force, including any significant breach of the terms and conditions of your employment and/or breach of the Company policies.

14. Garden leave

The Company may place you on paid leave and direct you to comply with all or part of the following in such circumstances including but not limited to, following the notice to terminate your employment by either party: If notice is given by the Company to terminate your employment, then the Company may direct you:

- (a) Not to perform any duties for part or all of the notice period or be employed or engaged in the conduct of any activity of the Company; and/or
- (b) Not to enter or attend the premises of the Company;
- (c) Not to contact or have any communication with clients, prospective clients, employees, consultants, investors, suppliers, distributors, shareholders, agents, representatives or other business contacts of the Company; and/or
- (d) Remain available to be called upon during your ordinary hours of work as specified by the Company. require you to remain away from the Company's premises.

During such period, the Company may appoint one (1) or more persons to replace you in the performance of the duties of your position.

During such period, the Company shall continue to pay you, your salary and provide your contractual benefits, but shall have no obligation to provide you with any work or opportunities to earn/accrue incentives/commission over and above your salary and all duties of your employment (express and implied) will continue, including your duties of fidelity, good faith and exclusive service.

15. Termination Obligations

If your employment is terminated, then you must immediately return all confidential information) and any other property of or relating to the Company or the customer, affiliate, subsidiary or associated companies of the Company which you may have, without retaining any copies of the same.

On termination of your employment for any reason:

- (a) You must repay all the monies owed to the Company;
- (b) The Company will pay all entitlements owed to you; and
- (c) The Company can, to the maximum extent permitted by law, withhold and set-off any amount owed by you under sub-clause (a) from or against any amount owed to you under sub-clause (b).

In the event your employment is terminated due to misconduct while on deputation or secondment or temporary transfer to a branch, affiliate of the Company, or any third party, then your employment with the Company shall also stand terminated.

You hereby acknowledge and agree that any statutory or other 'last in, first out' rule or any modification thereof shall not apply to you in the event of termination of your employment with the Company for any reason.

16. Deductions

During the course of your employment, you authorize and permit the Company to make any deductions, as required, from your salary in accordance with the applicable law and Company policies.

17. Background checks

The Company may, at any time and 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.

You acknowledge and agree that the aforementioned information and/or documents provided by you to the Company are true, complete and correct and you have not withheld any information from the Company that would affect your ability to successfully carry out your employment with the Company.

If you fail to submit the necessary information and/or 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, or if the Company finds at any time that any information and/or documents given by you are not correct, true or complete in all respects, the Company may at its discretion and to the fullest extent permitted by applicable law, revoke the offer of employment prior to your acceptance, or terminate your employment without notice or payment of compensation.

(d) You shall communicate to the Company within a period of two (2) days, in the event of any change in your citizenship status and/or your ability to lawfully work in India. You also consent to and agree that the Company may, at any time during your employment, perform a check on your citizenship status, and confirm your right to work in India.

(e) You hereby acknowledge and agree to abide by all internal policies of the Company. 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 sole and absolute discretion and you hereby consent to the same.

(f) You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night 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 will be made applicable to you.

(g) You hereby agree that based on the nature of your work and business requirements, you may be required to work on rotational shifts including night 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 will be made applicable to you.

(h) You hereby acknowledge and agree that any additional hours that you are required to work outside working hours are reasonable so far as they are necessary for the full and proper performance of your duties under the terms of your employment.

(i) The Company may at any time or times, in the event of a fire, catastrophe, natural or man-made disasters, breakdown of machinery, communication equipment, statutory restrictions, failure / stoppage of the power supply, epidemic, pandemic, civil commotion, shortage of orders or other trade reason, financial difficulty, economic conditions, or any other cause which is beyond the reasonable control of the Company, suspend work, close down any department or departments wholly or partially for any period or period. You hereby agree to be on earned leave and upon exhaustion of the earned leave, on unpaid leave for the period you have been laid off by the Company.

(j) You hereby agree and acknowledge that, at all times during the course of your employment with the Company, you will physically report to work at your location communicated to you at the commencement of your employment, unless otherwise communicated to you by the Company. In the event, you fail to physically report to work at your location for employment in disobedience of the Company's direction to report to work without any justifiable reasons, the Company reserves the right to initiate appropriate action against you.

(k) 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 the Company.

(l) If an offer of employment is extended to you by the Company at its sole and absolute discretion, Annexure I, Annexure II, Annexure III and Annexure A to the Annexure III of the Training Offer Letter constitutes and records 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 previous negotiations, understandings, contracts, agreements, representations, warranties, memoranda or commitments, whether written or oral. If you are offered any employment by the Company basis the terms provided in these Annexure I, Annexure II, Annexure III and Annexure A to the Annexure III, then the same 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.

(m) If any of the terms or conditions of Annexure I, Annexure II, Annexure III and Annexure A to the Annexure III are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of Annexure I, Annexure II, Annexure III and Annexure A to the Annexure III and the remaining terms and conditions shall continue in force.

(n) The waiver by the Company of any breach of any term of employment will not prevent the Company from subsequently enforcing that term and it will not be deemed a waiver of any subsequent breach.

(o) The offer of employment shall be governed by the laws of India, and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

ACKNOWLEDGEMENT AND ACCEPTANCE

I agree and understand that after the completion of Training with the Company, the Company may at its sole and absolute discretion offer me employment as per the terms provided in Annexure I, Annexure II, Annexure III and Annexure A to the Annexure III, of this Training Offer Letter. I confirm that I have read, understood and agree to the terms and conditions as set forth in Annexure I, Annexure II, Annexure III and Annexure A to the Annexure III, as terms of my employment with the Company, if an employment is offered to me by the Company.

Date: _____, 20____

Sign your name

Print your name

Location

ANNEXURE - A

If at the completion of your Training Period, the Company, at its sole and absolute discretion, decides to extend you an offer of employment, the compensation details for such employment will be as follows:

COMPENSATION DETAILS	
Name	Mr. Shantanu Jondhale
Role Designation	Process Executive
Job Level	2B
Date of Joining	
Location of Posting	PUNE, MAHARASHTRA, India
Fixed Components	Amount in INR per month
Basic	13,111
Fixed Dearness Allowance (FDA)	1,100
Basket of Allowances (BOA)*	711
Sub Total 1	14,922
Statutory Components	
Company Contribution to Provident Fund	1,705
Gratuity	684
Bonus	2,842
Sub Total 2	5,231
Gross Salary per month - Sub Total 1+2	20,153
Total Annual CTC	241,836

Over and above the gross salary mentioned above you will be eligible to the following allowances provided you satisfy the conditions as provided in terms of employment and Company policies

Voice Allowance (paid monthly on allocation to a voice process)	Rs 2,500
Shift Allowance (paid monthly if you are working in night shift)	As applicable

* Basket of Allowances (BOA) comprises of HRA, LTA, Medical, Children's Education and Conveyance to be split according to an individual's tax plan.

ESI (Employee's State Insurance) may also be applicable to individual employees as per statutory regulations. If ESI is applicable, employee will contribute 0.75% of salary as ESI contribution while the Company will contribute 3.25% of salary as ESI contribution. Salary for the purpose of ESI calculation includes fixed components mentioned above.

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, 1972 or any other applicable law, including but not limited to the minimum service periods set forth therein.

Offered by:	Candidate:	SAP data provided by:	SAP data updated by:
17-10-2023	Date: _____, 20_____	Date: _____, 20_____	Date: _____, 20_____
_____ Sign your name Gajula Sireesha	_____ Sign your name Shantanu Jondhale	_____ Sign your name	_____ Sign your name
_____ Print your name 9059272 HRD	_____ Print your name	_____ Print your name	_____ Print your name
_____ Emp No. Dept. Name		_____ Emp No. Dept. Name	_____ Emp No. Dept. Name



March 10, 2021

TO WHOM IT MAY CONCERN
CERTIFICATE OF SUMMER TRAINING

This is to certify that **Mr. Kadam Harshad Rajaram**, student of **Sinhgad College** did his summer project work at **Shapoorji Pallonji And Company Private Limited** for the period from **11th January 2021 to 10th March 2021**.

We wish him all the very best in his future endeavors.

Yours faithfully

For Shapoorji Pallonji and Company Private Limited

Sanjay Shenoy
Executive Vice President – Human Resources



18th March 2023

To,
 Shivani Sudhakar Kale,
 Gandhi Chowk,
 At Post- Yeoda, Tal- Daryapur,
 Yeoda, Amravati ,
 Maharashtra - 444706
 Contact Number - 7218414461
 Mail Id- shivanikale1920@gmail.com

Sub: Offer Letter

Dear Shivani,

With reference to the interview you had with us, we are pleased to offer you the position of "HR Trainee" in our organization for "Pune" Location. As discussed, you are requested to join us on or before **3rd April 2023**. If there is any change in the date of joining, kindly inform us well in advance. If you fail to join on the mentioned date your offer will stand terminated automatically. You will be paid salary as per the discussions you had with us at the time of interview. A detailed letter of appointment will be issued to you at the time of joining. The other terms and conditions of your employment will be specified in the same.

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

- Copies of Qualification Certificates
- Copy of School/ College Leaving Certificates
- Copies of Identification & Address Proof (Passport/ License/ Voters Id)
- Previous Employment Relieving & Experience Certificates
- Latest 3 months' salary slips with Bank statement showing salary credits
- Bank Account Details (Copy of the 1st Page of Bank Pass Book/cancelled Cheque)
- 4 recent passport size photographs
- Copy of Aadhar Card
- Copy of PAN Card
- Medical Fitness Certificate

Kindly acknowledge the duplicate copy of this letter as an acceptance of this offer.

We welcome you to the Yashaswi Family and hope it would be the beginning of a long and mutually beneficial association.

For Yashaswi Academy for Skills

Mansi Kudale:

Talent Acquisition Manager

D
ate – 29
Decemb
er 2022

Pune

Dear Rutvik Sanjay Kamat,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

You may note that this letter should neither be construed as an offer of employment from the Company nor should it in any manner confirm our intent to make you an offer of employment. We may, at



ate – 29
Decemb
er 2022

Pune

Dear Kajal Sukhdev Kapure,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [<kartikeyasati.pansa@hcl.com>](mailto:kartikeyasati.pansa@hcl.com)

Regards,

HCL – Talent Acquisition Team

girnar INSURANCE BROKERS PVT. LTD.

11-May-23

Dear **Abhijit Kawad**,

We welcome you to '**Girnar Insurance Broker Private Limited**' and pleased to offer you the position of **Relationship Manager**. We are excited about this journey and look forward to a long and mutually beneficial association with you, where quality is engrained in the culture and an individual's growth is given utmost priority. We are confident that you will cherish the work environment and will contribute towards achieving the organizational objectives pushing us to new heights of success. We pride ourselves as a place with ample opportunity to fulfill one's career and personal goals.

Your appointment will become effective from your **15-May-23**

Details of compensation break-up along with some of the important policies are highlighted below.

Regards

Team HR

Girnar Insurance Brokers Private Limited

CIN - U66010RJ2016PTC054811

Corporate Office (Gurgaon) : Plot no.301, Phase-2, Udyog Vihar, Sector – 20, Gurugram Haryana - 122008.

Registered Office (Jaipur) : 21 Girnar, Govind Marg, Mooti Doongri Road, Dharam Singh Circle, Jaipur- 302004, Rajasthan

+ 91-7551196989

| support@insurancedekho.com

| www.insurancedekho.com

| IRDAI License No: 588

Valid till: 19th March, 2026

Direct Broker: Life & General

girnar INSURANCE BROKERS PVT. LTD.

Compensation & Benefits

You will be paid compensation of **300000 per annum**. Your employment will be governed by the Company's standard employment agreement and is to be signed on the date of joining. A detailed breakdown of your compensation will also be provided upon execution of the agreement.

Your individual remuneration is determined based on numerous factors such as your job, skills-specific background, and professional merit, and is strictly between yourself and the Company. This information, and any changes made therein should be strictly treated as personal and confidential.

Probation Period

You will be on probation for a period of Three (3) months ("Probation Period") from the date of your joining. During the probation period, either party (Company / you) may terminate employment by giving notice of termination in writing by serving notice period or payment of salary for the same period. Post the completion of Probation Period, either party (Company / you) may terminate employment by giving notice of termination as per the applicable policies in writing or payment of salary for the same period. 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**. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.

Leaves

You shall be entitled for leaves as per leave policy. Any Leave you are entitled to can be availed only with prior notice and proper permission of your reporting manager. Additional guidelines pertaining to leave benefits shall be available upon joining

Notice Period

Your notice period will be dependent on the grade you are at during your employment. We follow the notice period as per confirmation & exit policy. If during the employment your grade changes, the notice period will change accordingly.

Additional Term and Conditions

You will operate from our Gurugram, Haryana, India office. However, your services are transferable and you may be assigned to any office of the Company, a subsidiary, or associate company. You are liable to be transferred from one job to another job or from one department to another department or from one establishment to another establishment if so required by the Company. You shall do such other work as may be

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assigned to you by the Company from time to time. Any such changes in assignment or transfer will not automatically entitle you to any additional remuneration, allowance, compensation, or other sum in respect thereof

Your appointment and continued employment is contingent upon satisfactory reference and background checks which shall include but not be limited to verification of your application materials, education and employment history, criminal, credit and regulatory history, and your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). By signing this Agreement, you hereby give your unconditional consent to share all the requisite data, including your personal data, necessary to carry out such reference and background check, and authorize the Company to carry out requisite reference and background checks as per our satisfaction. You further authorize, without reservation, any law enforcement agency, court, governmental body, past employers, school or university (public or private), contacted by the Company or any service partner of the Company to furnish the information set forth in the preceding sentence as part of the employment application process. You understand and agree that your employment can be terminated with immediate effect by the Company, in its sole discretion, in case of any negative reference and/or background check.

You will be eligible for appraisal in April 2024.

Your designation may be changed at the discretion of the Company depending on the work assigned to you.

You may be required to travel on Company work and the expenses will be reimbursed as per the company policy.

Upon your resignation from the Company or termination of your services, you are required to return all assets and property including intellectual property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).

During your employment at Girnar, any documents/templates/processes or any other intellectual property developed shall be and will remain the intellectual property of the Company only.

Any and all of the terms and conditions of service may be modified or changed at the Company's discretion and will be communicated to you in writing.

It is your responsibility to notify the Company of any changes in your personal information/ particulars as recorded with the company within 3 working days of such change happening. All notices shall be considered duly and properly delivered to the address on file with the Company.

This employment with the Company is considered your primary duty and must not be compromised by any direct or indirect engagement in any other business or job.

Information pertaining to the Company operations, ideas, affiliations, associates and intellectual property is confidential and will be bound by a non-disclosure agreement. If any prior confidentiality agreement applies to you then you must notify the Company and indemnify the Company against any breach thereof.

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If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.

Relocation/Other expenses Clause

In case you resign within a period of 12 months from the date of payout of benefit, the recovery of relocation allowance and settling allowance will be as per relocation policy.

Under any circumstance if you leave the Company before completion of one year, any expense related to joining like joining bonus/notice period buyout/loyalty bonus/etc. will be fully recoverable.

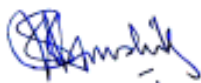
Health Insurance

You will be covered either under ESI or Health Insurance scheme (as applicable) provided by the Company. Health Insurance will be provided to you only if you are not covered under ESI.

You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.

The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At Girnar group of companies, we're changing the world every day and we will be delighted to have you as part of our team.

Please sign this Offer Letter as a token of your acceptance of the Offer and conditions of employment as specified therein, and return the same to the Company within 7 (seven) days of receipt of this letter.



Regards, Shashi Kant Kaushik
Senior Vice President - HR

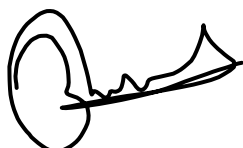
ACCEPTANCE OF OFFER TERMS AND CONDITIONS:

I confirm that I have read, understood, the terms and conditions stated above, and accept the offer.

Printed Name: Abhijit Kawad

Date: 11-May-23

Date of Joining: 15-May-23 (To Confirm if not already specified)



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Annexure II Document Checklist

The following documents/accompaniments will be required in original and with a photocopy on the date of joining as part of standard onboarding procedure.

Accepted Offer letter

Proof of address and identity:

PAN Card - **Mandatory**

Adhaar Card - **Mandatory**

Voter ID / Passport / Driving License – Any one

Education degree certificate (10th, 12th, Graduation, Post-Graduation)

Relieving letter or resignation acceptance letter from your most recent employer

Cancelled cheque / Bank statement – Proof for account details

Salary slips / Account statement (Last 3 months)

5 passport sized color photograph

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Name : Abhijit Kawad	Designation : Relationship Manager	Entity : Girnar Insurance Brokers Private Limited		
LOB : Insurance	BU : Agency	SBU : Life & Health		
MBU: Sales	Function Level 1: L&H	Function Level 2: West 1	Band: Band 1	Grade: 1.4b

S. No	Salary Component	Monthly	Annual
	BASE PAY	In INR	In INR
1	Basic Salary	14425	173100
2	House Rent Allowance	6880	82553
3	Statutory Bonus	1202	14420
4	Special Allowance	0	0
5	Cab Allowance	0	0
	Gross Salary	22506	270073
	RETIRAL BENEFITS		
6	Gratuity	694	8327
7	Provident Fund	1800	21600
8	ESIC	0	0
9	Cab Deduction	0	0
	Variable (Paid Annual)		0
	Total CTC	25000	300000

NON CASH BENEFITS		
1	Mediclaime Insurance Sum Insured	500000
2	Life Insurance Sum Insured	900000
3	Personal Accident Insurance Sum Insured	900000

Subject to Tax Deduction at Source and deduction of all other government taxes as applicable

Gratuity As per the company law

Exemption to HRA is subject to the submission of rent payment receipt

You shall be entitled to a Medical Insurance Cover for Self, Spouse and 2 Children as per company policy.



Shashi Kant Kaushik
Senior Vice President - HR

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Your Benefits at a glance

1. **Group Mediclaim** - For complete peace of mind & access to quality health care, we provide medical insurance through our insurance provider to you & your family (including spouse and two children) as per limit in salary breakup.
2. **Personal Accident and Term Life** - We provide you with Group Term Life and Group Personal Accident Insurance cover as per salary breakup, each against loss of income in the event of death or full/partial disability.
3. **Parental Insurance** - You can also avail cover for your parents / parents-in-law up to INR 10,00,000 (self-paid).
4. **Car Lease** - To enable you in availing choice of car for your mostly official and some personal needs, the provision of Car Lease is offered by our group company Cardekho to all group staff members as per the policy. The policy offers you a 36-month lease with attractive discounts & deals and various attractive car lease options depending on your budget. You can also avail handsome tax saving as lease rentals are paid through pre-tax component of salary.
5. **Retiral Benefits** – To ensure that you can effectively plan your retirement, we provide you with the options of Voluntary PF contribution, Flexi-PF contribution & National Pension Scheme. Under Flexi-PF, you can choose to contribute 12% of your actual basic rather than mandatory contribution of ₹1,800 per month, company will also make a matching contribution in this case by readjusting your CTC structure. If you wish to increase the PF contribution further, you can opt for Voluntary PF and increase the total contribution from 12% to 100% of actual basic salary. We have a tie-up with HDFC Pension for corporate NPS, under which you can opt to contribute upto 10% of your basic salary as corporate NPS and avail tax benefits over & above the limits of 80C. Your CTC structure will be modified as per your contribution, if you choose to opt for corporate NPS. The same corporate NPS account can also be used for making individual NPS contributions.

Additionally, all employees who have worked for at least 4 years and 180 days at GIBPL, will receive an additional money with their last salary. The amount of this extra money— called “gratuity”—will be 15 days of last drawn basic salary for every year of service, calculated as:

Gratuity = (15*Last Drawn Basic Salary*No. of completed years of continuous service)/26

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Your Flexi Benefits

1. **Food Card** - You shall be provided an option to opt for tax friendly food card provided by Sodexo, worth as per limit mentioned in salary breakup.
2. **Gift Card** - You shall be provided an option to opt for tax friendly Gift card e-voucher of Amazon, worth as per limit in salary breakup.
3. **Leave Travel Concession** – A Leave travel concession is the tax free remuneration paid for an employee's travel within the country. You can opt for Leave travel concession one in a two year as per limit in salary breakup. This is a benefit which exempts the actual travel cost of you and your family incurred towards the travel within the country (India).
4. **Child Education Assistance** - We understand and appreciate our employees' responsibilities towards their families and children; thus, we provide you option to opt for Child Education Assistance as per limit in salary breakup, per child per annum for a maximum of 2 children.
5. **Books and Periodicals Assistance** – Books and periodicals assistance is provided to you to buy professional books & generals which helps enhance your knowledge & skills. You can opt as per limit in salary breakup.
6. **Telephone & Data Card Bill Assistance** – Telephone & data card bill assistance is provided to you so you can avail the tax exemption on the expenditure incurred on the mobile, internet, data connection used for the official purpose, you can opt as per limit in salary breakup.
7. **Car Running & Maintenance Assistance** – You can opt for car running & Maintenance assistance which cater to expenses incurred by you on fuel, maintenance & repair of their vehicle as per limit in salary breakup, for self-owned car. For company leased car INR 1,50,000 for while using it for official travel and you can also opt for chauffeur assistance up to INR 2,40,000 per annum for company leased car.
8. **Professional Development & Training and Seminar Assistance** - GIBPL provides you assistance in keeping your skills updated by giving you option to opt for Professional Books & Periodicals as per limit in salary breakup, so that you can hone your skills for further development and save income tax.
9. **Car Rental Assistance** – Car Rental Assistance helps you to hire a car for official travel purpose under a vehicle lease tripartite agreement with GIBPL. You can claim monthly car rental invoice as per policy calculations to get a handsome tax benefits. This benefit cannot be combined with point 7.

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Direct Broker: Life & General



Letter Of Intent – State Street HCL

1 message

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>

Thu, Dec 29, 2022 at 1:02 PM

To: shubhamkende9@gmail.com <shubhamkende9@gmail.com>

LETTER of INTENT

Date – 29 December 2022

Pune

Dear kende shubham narendra,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

::DISCLAIMER::

The contents of this e-mail and any attachment(s) are confidential and intended for the named recipient(s) only. E-mail transmission is not guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or may contain viruses in transmission. The e mail and its contents (with or without referred errors) shall therefore not attach any liability on the originator or HCL or its affiliates. Views or opinions,

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Apprenticeship Offer cum Appointment Letter

Date: Oct 19,2023

Candidate Name: Mr. Tejas Kirdat

Candidate ID: 1893100

Address: H.N.116 Karanje Peth Satara., Karanje, Satara-415002, Maharashtra, India

Dear Tejas,

Congratulations!!!

We are extremely pleased to extend a warm welcome to you from the eClerx family, under the Apprenticeship program. Your designation under the Financial Markets Vertical would be an Analyst. Your functional title will be "**Analyst**". We wish you a successful and professionally enriching experience with us.

Please find attached the additional terms and conditions under the Program which is to be treated as an integral part of your Apprenticeship contract (hereinafter referred to as "**Contract**"). Please return a duly signed duplicate copy of this letter for our records. Your HR Business Partner will soon reach out to you for an introduction. Should you have any queries or concerns, they will be glad to assist you. Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy, and exciting association with you.

Regards

A handwritten signature in black ink, appearing to read "S Shetty".

Offered By: Sagar Shetty

Designation: Program Manager- Human Resources

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIAL

Date: 02/01/2023

Tanmay Rajesh Kshirsagar
S/O: Rajesh Kshirsagar, bharat housing,
Indapur, 413114

Subject: Offer Letter

Dear Tanmay Rajesh ,

In reference to your application and subsequent discussions, we are pleased to offer you the position of Relationship Manager - PSF Core, Balic Direct in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

1. You shall be based at **Baner** .
2. You will report to **Ambrish Daptardar**.
3. The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by 02/02/2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- a) Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- b) Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.

Authorized Signatory

319043/203460/Tanmay Rajesh Kshirsagar/52931

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

<u>ANNEXURE A: CTC Break Up</u>			
COMPENSATION BREAK UP SHEET			
Date: 02/01/2023			
Name:	Tanmay Rajesh Kshirsagar		
Department:	PSF Core		
Designation:	STM		
Band:	GB2 A		
Location Code:	Baner	Location: Baner	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,400.00	100,800.00
2	Minimum HRA	4,200.00	50,400.00
3	Conveyance Allowance	0.00	0.00
4	Telephone Allowance	2,000.00	24,000.00
5	Statutory Bonus	1,680.00	20,160.00
6	Flexible Benefits	10,308.00	123,696.00
7	Company's Provident fund contribution	1,800.00	21,600.00
8	Gratuity as per the Act	404.00	4,848.00
9	Total Fixed	28,792.00	345,504.00
	Total Fixed CTC in Words	345,504.00(Three Lacs forty five thousand Five hundred and four only)	

319043/203460/Tanmay Rajesh Kshirsagar/52931

Bajaj Allianz Life Insurance Company Limited

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Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Mediciam policy. The company shall subsidize the annual premium as per policy. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.
7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company
8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company

319043/203460/Tanmay Rajesh Kshirsagar/52931

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
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 CIN: U66010PN2001PLC015959

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

Background Verification Form
Letter of Authorization
Declaration and Authorization by the Candidate
 To whom it may concern


I understand that Bajaj Allianz Life Insurance Company Limited may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications. I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references. I authorize, without reservation, any individual, corporation or other private or public entity to furnish Bajaj Allianz Life Insurance Company Limited and the outside background agency all information about me.

I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to Bajaj Allianz Life Insurance Company Limited and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested. I hereby confirm that, the below information is correct to the best of my knowledge and I understand that any misrepresentation or discrepancy noted in regards to me and/ or any other disclosures made by me, company shall have complete right and authority to take necessary disciplinary action against me as deemed necessary, including immediate termination of my services and employment, without any notice thereof.

Name in CAPITAL LETTERS: Tanmay Rajesh Kshirsagar

IMPORTANT: Copy of documents (as per "Documents Check-List") MUST be attached. Please enter your name as it appears in your Passport or PAN Card. Name change case : Kindly attach the name change Proof / Document												
Personal Details												
Full Name	Gender											
Tanmay Rajesh Kshirsagar	Male											
Date of Birth (mm/dd/yyyy) :	Permanent Account Number :	Marital Status :										
01/01/2001	MKOPK7186H	Single										
Former Name(s) / Maiden Name (if applicable)	<u>Date of Name Change(mm/dd/yyyy)</u>											
<u>First Name Middle Name Last Name</u>	<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table> (If Applicable)											
Father's Name:	Mother's Name:	<u>Spouse's Name :(First & Last)</u>										
Rajesh Kshirsagar	Archana Rajesh Kshirsagar											
Current Address: S/O: Rajesh Kshirsagar, bharat housing, society, INDAPUR, Kalamb, Pune, , Maharashtra, Pin : 413114												
<u>Signature of the employee:</u>												

	EMPLOYEES PROVIDENT FUND ORGANIZATION	New Form No.11- Declaration Form
Employees provident funds scheme, 1952 (paragraph 34 & 57) & Employees pension scheme 1995 (paragraph 24)		(To be retained by the employer for future reference) <u>Emp Code:</u> _____
		Company: Bajaj Allianz Life Insurance

(Declaration by a person taking up employment in any establishment on which EPF Scheme, 1952 end /of EPS1995 is applicable)

1	Name of the member	Tanmay Rajesh Kshirsagar	
2	<u>Father's Name () Spouse's Name ()</u> (Please Tick Whichever Is Applicable)		
3	Date of Birth (MM/DD/YYYY)	01/01/2001	
4	Gender: (male / Female /Transgender)	Male	
5	Marital Status (married /Unmarried /widow/divorce)	Single	
6	(a) Email ID: (b) Mobile No:	tanmay.kshirsagar7676@gmail.com 7378777676	
7*	<u>Whether earlier a member of Employees 'provident Fund Scheme 1952</u>	Yes	No
8*	<u>Whether earlier a member of Employees 'Pension Scheme ,1995</u>	Yes	No

<i>If response to any or both of (7) & (8) above is yes. MANDATORY FILL UP THE (COLUMN 9)</i>												
9	a) Universal Account Number(UAN)						NA					
	b) Previous PF a/c No		AP	HYD	EST.CODE	EXTN	PF NO.					
	c) Date of exit from previous employment (MM/DD/YYYY)											
	d) Scheme Certificate No (if Issued)											
e) Pension Payment Order (PPO)No (if Issued)												
10	a) International Worker:						Yes		No			
	b) If Yes , State Country Of Origin (India /Name of Other Country)											
	c) Passport No											
	d) Validity Of Passport (MM/DD/YYYY) to(MM/DD/YYYY)											
11	KYC Details: (attach Self attested copies of following KYCs) **											
	a) Bank Account No .& IFS code											
	b) AADHAR Number (12 Digit)						269683353163					
	c) Permanent Account Number (PAN),If available						MKOPK7186H					
<u>UNDERTAKING</u>												
1. Certified that the Particulars are true to the best of my Knowledge 2. I authorize EPFO to use my Aadhar for verification / e KYC purpose for service delivery 3. Kindly transfer the funds and service details, if applicable if applicable, from the previous PF account as declared above to the present P.F Account(The Transfer Would be possible only if the identified KYC details approved by previous employer has been verified by present employer 4. In case of changes In above details the same Will be intimate to employer at the earliest												
Date:02/01/2023 Place: Indapur <div style="text-align: right;"><u>Signature of Member</u></div>												

DECLARATION BY PRESENT EMPLOYER

1. The member /Ms./Mrs **Tanmay Rajesh Kshirsagar** has joined onand has been allotted PF Number.....

2, In case person was earlier not a member of EPF Scheme ,1952 and EPS,1995

- (Post allotment of UAN) The UAN Allotted for the member is NA
- Please tick the Appropriate Option:
- The KYC details of the above member in the UAN database
 - Have not been uploaded
 - Have been uploaded but not approved
 - Have been uploaded and approved with DSC

3, In case the person was earlier a member of EPF Scheme ,1952 and EPS, 1995:

- The above PF account number /UAN of the member as mentioned in (a) above has been tagged with his /her UAN/previous member ID as declared by member
- Please Tick the Appropriate Option
 - The KYC details of the above member in the UAN database have been approved with digital signature Certificate and transfer request has been generated on portal.
 - As the DSC of establishment are not registered With EPFO the member has been informed to file physical claim (Form13) for transfer of funds from his previous establishment.

Date: 02/01/2023

Signature of Employer With seal of Establishment

FORM 2 (REVISED) Nomination and Declaration form for Unexempted/Exempted Establishments Declaration and Nomination Form under the Employees' Provident Funds and Employees' Pension Scheme (Paragraphs 33 & 61(1) of the Employees Provident Fund Scheme, 1952 and Paragraph 18 of the Employees' Pension Scheme, 1995)					
1. Name (in Block Letters) : Tanmay Rajesh Kshirsagar <u>2. Father's/ Husband's Name</u> : 3. Date of Birth : 01/01/2001 4. Sex : Male 5. Marital Status : Single <u>6. Account</u> : 7. Address : S/O: Rajesh Kshirsagar, bharat housing, society, INDAPUR, Kalamb, Pune, , Maharashtra Permanent : S/O: Rajesh Kshirsagar, bharat housing, society, INDAPUR, Kalamb, Pune, , Maharashtra <u>Temporary</u> : 8. Date of Joining :					
PART- A (EPF) I hereby nominate the person(s)/ cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees' Provident Fund, in the event of my death.					
Name of nominee/no minees	<u>Address</u>	Nominee's relationship with the member	<u>Date of Birth</u>	Total amount of share of accumulation in Provident Fund to be paid to each nominee	If the nominee is a minor, name & relationship & address of the guardian who may receive the amount during the minority of nominee
1	2	3	4	5	6
Rajesh Kshirsagar		Father	12/02/1969		
1. *Certified that I have no Family as defined in para 2(g) of the Employees' Provident Fund Scheme, 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled. 2. *Certified that my father/mother is /are dependent upon					
* Strike out whichever is not applicable.					
<u>Signature or thumb impression of the subscriber</u>					

PART B (EPS) (Para 18)				
I hereby furnish below particular of the members of my family who would be eligible to receive widow/ children pension in the event of my death.				
<u>S No.</u>	<u>Name and Address of the family member</u>		<u>Date of Birth</u>	<u>Relationship with member</u>
	<u>Name</u>	<u>Address</u>		
1.				
2.				
3.				
4.				
5.				

**Certified that I have no family as defined in para 2(vii) of Employees' Pension Scheme, 1995 and should I acquire a family hereafter I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly widow pension (admissible under para 162(a)(i) and (ii) in the event of my death without leaving any eligible family member for receiving pension.

Name and Address of the Nominee	Date of Birth	Relationship with member
Rajesh Kshirsagar	12/02/1969	Father

Date :

**Strike out whichever is not applicable

Signature or thumb impression of the subscriber

CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed/thumb impressed before me by Shri/Smt./Kum..... employed in my establishment after he/she has read the entries/entries been read over to him/her by me and got confirmed by him/her

Place

Date

Signature of the employer or other Authorized Officers of the Establishment

Destination

FORM 'F'
[See sub-rule(1) of rule 6]
Nomination

To. [Give here name or description of the establishment with full address]

I, Shri/ Shrimati/ Kumari Tanmay Rajesh Kshirsagar whose particulars are given in th estatement below,
 hereby nominate the person (s) mentioned below to receive the gratuity payable after my death as also the
 gratuity standing to my credit in the event of

my death before that a month has become payable, or having become payable has not been paid and direct that
 the said amount of gratuity shall be paid in the proportion indicated against the name(s) of the nominee(s).

1. I hereby certify that the person(s) mentioned is a / are mem ber(s) of my family within the meaning of
 clause(h) of section (2) of Payment ent of Gratuity Act, 1972 .

2, I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said

3, (a) My father/ mother/ parents is / are not dependant on me

(b) my husband's father/ mother/ parents iis/arent dependent on my husband .

4, I have excluded my husband from m y family by a notice date th e to th e controlling authority in
 terms of th e proviso to clause (h) of section 2 of the said

5, Nomination made herein in validates my previous nomination .

Nominee (S)

Name in full with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion which the gratuity will be shared
Rajesh Kshirsagar	Father	12/02/1969	100%
NA	NA		NA
so on .			

Statement	
1. Name of employee in full 2. Sex 3. <u>Religion</u> 4. Whether unmarried/ married/ widow/ 5. <u>Department / Branch / Section where employed</u> 6. Post held with Ticket or Serial , if any. 7. Date of appointment 8. Permanent address	: Tanmay Rajesh Kshirsagar : Male : : Single : : S/O: Rajesh Kshirsagar, bharat housing society, INDAPUR, Kalamb, Pune, Maharashtra
<u>Village</u> <u>Thana</u> <u>Sub-division</u> <u>Post Office</u>	
<u>Place</u> <u>Date</u>	
<u>Signature/ Thumb impression of the employee</u>	
Declaration by witnesses	
Nomination signed/ thumb impressed before me. <u>Name in full and full Signature of witnesses</u>	
1 . 2 .	1 . 2 .
<u>Place</u> <u>Date</u>	
Certificate by the employer	
Certified that the particulars of the above nomination have been verified and recorded in this establishment . Employer 's Reference No., if any	
<u>Signature of the employer/Officer authorized</u> <u>Designation</u> Name and address of the Establishment or rubber stamp thereof.	
<u>Date</u>	
Acknowledgement by the employee	
Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.	
<u>Date</u>	
<u>Signature of the employee</u>	

GROUP LIFE INSURANCE BENEFICIARY FORM

Beneficiary's Full Name: Rajesh Kshirsagar

Relationship to You: Father

Beneficiary's Date of Birth :(mm/dd/yyyy): 12/02/1969

Signature of the employee:

E-Code -

319043/203460/Tanmay Rajesh Kshirsagar/52931

Bajaj Allianz Life Insurance Company LimitedRegd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 |
Fax: +91-20-66026789Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

TK/APPT/23-24/10

Date: 30/08/2023

Mr. Omsai Balajirao Komawar
Deshpande Galli, Degloor

Appointment as Junior Accountant (F&A)

Dear Mr. Komawar,

This refers to the interview and subsequent discussion we had with you for the subject post. We are pleased to formalize our offer of appointment to you in Travel Kingdom, as Junior Accountant (Finance and Accounts) at Pune, on the following terms and conditions.

Annexure - A: Terms & Conditions

1. Probation:

After signing this appointment letter and joining you shall be on probation for the first three months.

During

the probation period if your performance is found unsatisfactory, the employer may extend the probation period for the next three months or discontinue the employment services with immediate effect. During the extension of probation period, still employee performance found unsatisfactory employer shall have entitled to discontinue the employment services without serving any notice.

Employee shall not discontinue the employment during the probation period and if such employee exit/abscond (absent without notice) from the employment need to pay the one-month salary as a compensation towards training cost.

2. Compensation & Benefits:

Compensation & benefits shall be applicable as per the Organization policies and procedures.

- i. Your Gross Annual Income and salary structure shall be as per the attached "Annexure- B".
- ii. Income Tax shall be deducted at sources from your payable salary as per the provisions of Income Tax Act 1961. Any other taxes shall be deducted as per the provisions of law of India.

3. Appraisal:

Every year your performance shall be measured on the specified parameters such as, overall achievement of targets, regularity in attendance, good conduct, behavior with colleagues and other office staff, customer handling,

Organization's performance & market conditions etc. and on that basis your appraisal in salary shall be decided. The management decision relating to the appraisal shall be final and argument on the same from employee shall not be entertained by the employer.

4. Working Hours:

The employees' normal work hours are from 10:00 am to 7:00 pm excluding breaks. One weekly off i.e., SUNDAY shall be given to the employee. An employee is expected to devote such time to the performance of duties.

Extra hours may be required depending on work demands. The timing may change as per business requirements.

Acceptance & Acknowledgement

I carefully read and understood the terms & conditions mentioned in this Offer-cum-Appointment letter. I hereby accept all terms & conditions mentioned herein as well as in the Employee Policy Handbook (HR Policy) as it is and ready to obey the same during my tenure of employment with the Organization.

Date: 20/09/2023
Place: Pune

Msal
Employee Signature

Enclosures:

- PAN & Aadhaar card Copy
- Residential Address proof (Present & permanent)
- Education Certificates
- Passport size 2 photographs
- Experience Letter from previous employment
- Salary certificates/pay slips from previous employment
- Relieving Letter from previous employment
- 3 Month Bank Statement
- 2 References ID Proof: 1 from family and 1 from outside which must include one photo id with their phone number mentioned on it for emergency.
- 5 reference number - Mother, Father, Wife, Brother/Sister, Friend

Annexure B: Salary Structure (Compensation & Benefits)

Name of Employee		Omsai Komawar	
Location		Pune	
Designation		Junior Accountant	
Date of joining		05/08/2023	
A	Monthly Component	Monthly	Annual
	Basic	17000	204000
Gross Salary		17000	204000
	Mobile Allowance (at actual)		
	Travel allowance (at actual)		
	Incentives		
COST TO ORGANIZATION (CTC) [A+B]		17000	204000

For Travel Kingdom

Rohit Gupta
(Rohit Gupta-Proprietor)



Letter Of Intent - State Street HCL

1 message

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: anantkudache11@gmail.com <anantkudache11@gmail.com>

Thu, 29 Dec, 2022 at 1:02 pm

LETTER of INTENT

Date – 29 December 2022

Pune

Dear Kudache Anant Chandrakant,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

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1/16/24, 9:44 AM

Sinhgad Technical Education Society Mail - 2021-23- Selection- State Street HCL Services



Dr.Prachi Pargaonkar <sknssbm.placement@sinhgad.edu>

2021-23- Selection- State Street HCL Services

Director CPC <placementmba@sinhgad.edu>
 Bcc: sknssbm.placement@sinhgad.edu

29 December 2022 at 13:03

Dear All,

We congratulate the below mentioned students for getting selected with
 State Street HCL Services

Sr. No	College	Univesity PRN	Candidate Name (As per 10th Marksheet/ Passport)
1	SIBAR	SPPU	Aishwariya Arun Jadhav
2	SKNSSBM	Savitribai	Akotkar Ketan Pralhad
3	SIOM	2052100664	Amita Suresh Khandagle
4	SIOM	2052100546	Awate sandesh Sanjay
5	SIMCA	2052104429	Ayushi Pardeshi
6	SIBAR	SPPU	Bangale Omkar Subhash
7	RMDSMS, Kondhapuri	2052107780	Barahate Akshay Manohar
8	SIOM	2052101118	Bhagyashri Bhanudas Gaikwad
9	SIOM	2052100536	Bhushetti Atharva Umashankar
10	NBNSSOMS	SPPU	Borate Pratik Jagannath
11	NBNSSOMS	2052114725	BORATE SHUBHAM VIJAY
12	RMDSMS	2052115455	Dhage Sayali Kailas
13	SIOM	2052100745	Dheeraj Kumar
14	SKNSSBM	2052112400	Dinesh Sambhaji Shinde
15	SBS	2052105558	Dongare Sanket Balasaheb
16	SKNSSBM	sppu	Gaikwad Anuj Baliram
17	SIOM	2052100967	Gaikwad Saurabh Ananta
18	SBS	2052105693	Gangdhar Shivpriya Ratnadeep
19	SIBAR	2052104867	Gargi Dattaprasad Ogale
20	SKNSSBM	2052112455	ghadge suraj haribhau
21	SBS	2052105671	Ghag Gandhali Ajay
22	SIBAR	SPPU	Gundwade Vinod Anil
23	SBS	2052105571	HARSHAL GHANSHYAM RATHI
24	SIBAR	2052104921	Hrushikesh Nandkumar Satav
25	SIOM	2052100678	Jagtap Akshada Shashikant

44 AM

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6	SIOM	2052100762	Jaybhaye Vishal Shahadev
27	SIMCA	2052104317	Jogadand nikhilkumar shivaji
28	SKNSSBM	2052112511	Kajal Sukhdev Kapure
29	SIOM	2052100533	Kalpesh Prakash Jadhav
30	SIOM	2052100929	Kangude Rushikesh Ramesh
31	SKNSSBM	2052112520	kende shubham narendra
32	SKNSSBM	Savitribai Phule Pune University	Kudache Anant Chandrakant
33	SKNSSBM	2052112395	Lalbiga Nakul Dhiraj
34	SKNSSBM	2052112484	Landge saloni baburao
35	SIOM	2052100537	MAHADIK AASHUTOSH PANDIT
36	SBS	2052105537	Manohar Devidas Baviskar
37	SIBAR		Mitali Mukund Sasane
38	SIOM	2052100526	Mohini Kachrural Bhangdiya
39	SIOM	2051100909	Navjyot Vivekanand Akhade
40	SIOM	2052100784	Nimkar Kajal Anil
41	RMDSSOMS	Savitribai Phule Pune University	Pallavi Gajanan Wankhade
42	RMDSMS, Kondhapuri	2052107779	Pandey Amitkumar Sushilkumar
43	SIMCA	2052104394	Patil Anuja Atul
44	RMDSSOMS	SPPU	Patil Harshali Shamkant
45	SIOM	2052100530	Patil Vishal Chandrakant
46	SBS	2052105733	Pekamwar Gopikishan Ganesh
47	SKNSSBM	2052112420	Pradumn kisan wakale
48	SIOM	2052100545	Pratik khairnar
49	SIOM	2052101101	Pratik Ravindra Gujarathi
50	SIBAR	2052104814	Pratiksha Anil Gujar
51	SIBAR	Savitribai Phule Pune University	Pujari Hanumant Mallappa
52	SIOM	2052100925	Ritesh Tilak Katakwar
53	SIOM	2052100577	Rutika Panditsing Raghuwanshi
54	SKNSSBM	2052112465	Rutvik Sanjay Kamat
55	SIMCA	SPPU	Sagar Kishor Dalal
56	SKNSSBM	2052112529	Sharma Abhishek Manojkumar
57	RMDSSOMS	SPPU	Shejul Omkar Satish
58	RMDSMS, Kondhapuri	2052107792	Shinde Geeta Sunil
59	SKNSSBM	2052112576	Shitole Rutuja Dushyant
60	SKNSSBM	2052112417	shubham sudhakar Rao Rajurkar
61	SKNSSBM	2052112561	Shukla Rushikesh Rameshwar
62	SIBAR	2052104872	Sujata Gajanan Bhawane
63	SKNSSBM	SPPU	sul Rahul chandrakant

<https://mail.google.com/mail/u/0/?ik=9363d509f8&view=pt&search=all&permmsgid=msg-f:1753532849759876399&simpl=msg-f:1753532849759876399>


44 AM

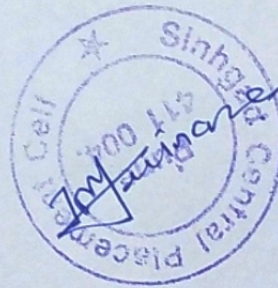
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64	SIBAR	SPPU	SUPEKAR DHIRAJ RAJENDRA
65	SIOM	2052100686	Thakre Yamini Rajendra
66	SIOM	2052100971	Tushar Harischandra Navale
67	SKNSSBM	2052112397	Varsha Vikas Mhetre
68	SIOM	2052101082	Vikas Sanjay Fase
69	SBS	2052105529	Waikar Rutuja Sitaram

Best Wishes,
Team CPC
Sinhgad Institutes

Sinhgad Technical Education Society | www.sinhgad.edu

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Dear Landge saloni baburao,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [≤kartikeyasati.pansa@hcl.com>](mailto:kartikeyasati.pansa@hcl.com)

Regards,

HCL – Talent Acquisition Team



Date: 22 Dec 2022

Dear Karishma,

We are thrilled to invite you to join Xanadu, a unique and exceptional talent powerhouse created with a mandate to build momentum and act as a business accelerator for ambitious businesses.

Basis our discussions and engagements, we are pleased to invite you aboard as Management Trainee.

A detailed appointment letter will be given to you on your joining. The compensation would consist of two parts-Fixed Pay and Performance Linked Variable Pay which together will be treated as Cost-to-Company (CTC). We have made your compensation structure as friendly as possible.

The detailed compensation structure is attached as "Annexure".

The company is committed, among other key issues, to the enhanced financial well-being and wealth creation for our talent and the same shall always be a critical part of the organisational approach.

Please do mail us back with your acceptance of the offer and proposed date of joining.

Sincerely,

Welcome aboard.

Vikas Chaturvedi
Chief Executive Officer

Xanadu Realty Limited
Unit 3A102, Wework Raheja Platinum,
Sag Baug Road, Off Andheri-Kurla Road,
Marol, Andheri East, Mumbai 400059
E: info@xanadu.in **M:** +91 70450 28898

CIN: U70102MH2008PLC183620

I N S P I R I N G M O M E N T U M



"Annexure A"

Name of the Associate: Karishma Magare
Designation: Management Trainee

Components	Per Annum (INR)	Per Month (INR)
Basic	₹ 273,000	₹ 22,750
HRA	₹ 136,500	₹ 11,375
Conveyance Allowance	₹ 19,200	₹ 1,600
Reimbursement*	₹ 141,400	₹ 11,783
Special Allowance	₹ 22,550	₹ 1,879
Employer's Contribution - PF	₹ 21,600	₹ 1,800
Fixed Pay	₹ 614,250	₹ 51,187
Performance Linked Variable Pay	₹ 68,250	
Total CTC	₹ 682,500	

Benefits :

1) Associate will be covered for Mediclaim of 3 lacs for Self & Family (Family will include: spouse, upto 2 kids & either Parents or Parents in law)

Notes:

- 1) *Reimbursement will be taxable for non-submission of relevant documents or in cases of opting out
- 2) Gratuity will be applicable as per The Payment of Gratuity Act 1972
- 3) Performance Linked Variable Pay will be paid out to you basis performance. The business targets basis which this component will be paid out to you shall be communicated to you separately.



Address: A-702. Poorvashrushti, Vadgaon Bk., Pune -411041
Phno:- 8600107952, Email:- estuarytechnology@gmail.com

Ref.: ESTUARYTECH: OFFER: 01/2023-24

2st Sept, 2023

To,
Ms.Dhundali Vitthal Mahajan
Nandurbar, MAH-425412

Sub.: Appointment for the post of Administrator and Co-ordinator

Dear Ms.Dhundali Vitthal Mahajan,

We are pleased to offer you a position in Estuary Technology as Administrator and Co-Ordinator under the following terms:

1. DATE OF JOINING:

We would like you to join not later than 1st Sept.2023 and confirm your acceptance by returning a signed copy of this offer letter.

2. COMPENSATION:

This appointment / offer is effective from 1st Sept 2023.

Gross of salary will be Rs.10,000/- per month the details of which areas

Basic	Rs. 10,000.00
Other Allowance	Rs. 00,000.00

Gross Salary	Rs. 10,000.00 per month
--------------	-------------------------

3. EARNED LEAVE:

You will be entitled to total leave of 24 working days per year in accordance with Company's leave policy.

4. CONFIDENTIALITY & INTELLECTUAL PROPERTY:

You will abide by the company policies in force on keeping confidentiality of company business information and protection of company's intellectual property.

5. WORKING LOCATION:

You will be working based in Pune.

6. HOURS OF WORK:

You are expected to work during the Company's normal business hours (Business Hours). The normal working days will be five days a week. However, you may be required to work more than the Business Hours or outside normal working days as necessary to perform your duties and responsibilities.



Address: A-702. Poorvashrushti, Vadgaon Bk., Pune -411041
Phno:- 8600107952, Email:- estuarytechnology@gmail.com

7. NOTICE PERIOD:

Either party may terminate this contract of employment, after giving one months' notice. The company reserves the right to pay or recover salary in lieu of notice period.

Your individual remuneration is purely a fact between you and the company and has been arrived at based on your professional merit and the company's prevailing compensation guidelines. You are required to maintain this information and any changes hereafter, as strictly personal, and confidential.

8. TERMINATION OF EMPLOYMENT RELATIONSHIP:

"On confirmation, your services in the company may be terminated by either party by serving one month's notice. However, the Company shall have the right to terminate your services without notice for any misconduct or for any reason including, but not limited to for cause, unsatisfactory performance, and lack of funds, reorganization, or elimination of the position."

9. MISCELLANEOUS:

If your employment is terminated for any reason:
you must return all the Company's property (including property leased by the Company) to the Company on termination including all written or machine readable material, software, computers, mobiles, laptops, and keys.

Your confirmation and further salary increments will be exclusively based on your performance.

The above salary is effective from the date you join.

Please return duplicate copy of this letter duly signed by you as a token of your acceptance of the same.

We look forward to a long-term association with you.

For ESTUARY TECHNOLOGY

AUTHORIZED SIGNATORY





**Emerson Automation Solutions
Emerson Process Management
(India) Pvt. Ltd.**

Plot No. C1, Talegaon Industrial Area,
Talegaon MIDC Phase 2, Mindewadi,
Taluka Mawal, District Pune – 410506
CIN No : U29196MH1981PTC024115
Email : Marcom-india@emerson.com
Website : <https://www.emerson.com/>

**Ref.No: EPMI/Intern
Date : 28/08/2023**

Subject: Internship Offer Letter.

Dear Vithoba Mahajan,

We are pleased to offer you an internship with Emerson Process Management India Pune.

The duration of internship will be 6 Months i.e., from **28/08/2023 up to 27/02/2024**.

You will be paid a gross stipend of Rs.15,000/- per month for full attendance. You will not be eligible for any other benefits such as incentive, bonus and prize etc. You will also not be entitled for any other benefits in terms of earnings and/or any other direct or indirect benefits in terms of gains/earnings, whatever it may be, which are applicable to the regular employees of the company.

During your internship, you may have access to confidential, proprietary, and/or trade secret information belonging to the Company. You agree that you will keep all this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of the internship, you will immediately return to the Company all of its property, equipment, and documents, Including electronically stored information. By accepting this offer, you acknowledge that you understand participation in this program is not an offer of employment, and successful completion of the program does not entitle you to an employment offer.

This letter constitutes the complete understanding between you and the Company regarding your internship and supersedes all prior discussions or agreements.

All the Best!

Sincerely,

For Emerson Process Management (India) Private Limited

A handwritten signature in black ink, appearing to read "Amol Joshi", with a stylized flourish at the end.

**Amol Joshi
Head - Human Resources**

REF NO: RIALTES/IND/HR300123/0002

Subject: Letter of Appointment.

Dear Payal,

This has reference to your application and subsequent interviews you had with Rialtes Technologies & Solutions LLP. We are pleased to offer you the position of “**Management Trainee**”, effective 06th February 2023.

Your reporting manager’s name is **Rajesh Bhujbal**.

1. COMPENSATION

- You will receive a monthly stipend of **INR 15,000** per month till the successful completion of the internship.
- On the successful completion of the internship your compensation will be revised to an annual base salary of **INR 3,00,000**.
- In addition to the above, you will also be eligible for an annual performance-based bonus of **INR 1,00,000**.
- All earnings will be subject to applicable withholdings and tax deductions.
- You will be paid via direct deposit every month.

2. DATE OF APPOINTMENT AND DESIGNATION

Your official date of appointment as per Rialtes records is 06th February 2023.

Designation: Management Trainee

3. LOCATION AND WORKING HOURS

- Your work location will be **Pune, India**.
- Working hours will be 10:00 am – 7:00 pm IST.

4. PROBATION AND NOTICES

Your employment will be subject to a probation period of six months from your date of joining. Your employment will stand confirmed after the period of probation is over unless Rialtes Technologies & Solutions LLP extends the period of probation and informs the same to you in writing.

Your employment may be terminated by either party giving to the other party 3 Months' notice in writing during the probation as well as after. Also, either party reserves the right to terminate the employment by paying the other, CTC in lieu of any period of notice.

In case of resignation or termination, the company reserves a right to: -

- a. Relieve you earlier than the notice period
- b. Extend your notice period subject to satisfactory handover of charge and completing the assignment, and projects.
- c. Decide whether the notice period shall run concurrently with the period of any leave which may be granted to you.
- d. Decide whether your notice shall stand extended to the extent of leave availed of by you during the notice period.

5. LEARNING

As an employee of Rialtes, you will be eligible to apply and appear for various technical certifications required to continuously improve your professional knowledge and technical skill set. Rialtes provides certification vouchers for various technical certifications including Salesforce, Amazon Web Services, SAP, and others to keep the team members up to date on various professional levels.

6. COMPLIANCE WITH COMPANY POLICIES

As an employee of Rialtes, you will be expected to comply with Rialtes 's personnel and other policies including, but not limited to, Rialtes 's policy prohibiting discrimination and unlawful harassment, insider trading, conflicts of interest, and violation of applicable laws in the course of performing services to Rialtes

7. CONDITIONS

This offer, and any employment pursuant to this offer, is conditioned upon the following: Your ability to provide satisfactory documentary proof of your identity and right to work in India no later than three (3) business days after your employment begins. Prior to your start date, you will be contacted via email to complete your documentation. Be prepared to complete the documentation before your first day of employment and to present original documentation from the List of Acceptable Documents. Should you have any questions regarding your onboarding, please send an email to: hrms@rialtes.com, copying your immediate manager, Rajesh Bhujbal.

8. BACKGROUND AND REFERENCE CHECKS

Employment with the Company is conditioned upon your consent to and results satisfactory to the Company of, reference and background checks. If you begin employment prior to the completion of any background checks, you understand that continued employment is conditioned upon the completion and satisfactory results of such checks. You also agree that if you are requested by the Company or the Company's background check service provider to provide additional information for the background check, you must provide such information no later than 30 days following the request. Your electronic acceptance of this offer (without modification), no later than 48 hours after which time this offer will expire. Through your acceptance of this offer, you represent and warrant that: (i) you are not subject to any pre-existing contractual or other legal obligation with any person, company, or business enterprise that may be an impediment to your employment with, or your providing services to, Rialtes as its employee; (ii) you have not and shall not bring into Rialtes premises, or use in the course of your employment with Rialtes, any confidential or proprietary information of another person, company or business enterprise to whom you previously provided services; and (iii) you are not relying on any representations promise or agreement not expressly contained in this letter.

9. Confidentiality and Non-competition / non-solicitation

You acknowledge that it will be necessary for Rialtes & its customers to disclose certain confidential and proprietary information to perform duties under this Agreement.

You acknowledge that disclosure to a third party or misuse of this proprietary or confidential information would irreparably harm Rialtes. Accordingly, you will not disclose or use, either during or after the term of this Agreement, any proprietary or confidential information of Rialtes & its customers without Rialtes' s prior written permission except to the extent necessary to perform services on Rialtes' s behalf.

Proprietary or confidential information includes: -

- a. the written, printed, graphic, or electronically recorded materials furnished by Rialtes/Rialtes' s customer for You to use
- b. any written or tangible information stamped "confidential," "proprietary," or with a similar legend or any information that Rialtes/ Rialtes' s customer makes reasonable efforts to maintain the secrecy of
- c. business or marketing plans or strategies, customer lists, operating procedures, trade secrets, design formulas, know-how and processes, computer programs and inventories, discoveries, and improvements of any kind, sales projections, and pricing information
- d. information belonging to customers and suppliers of Rialtes about whom you gained knowledge as a result of your services to Rialtes.

Upon termination of your services to Rialtes, or at Rialtes request, you shall deliver to Rialtes all materials in your possession relating to Rialtes business.

In addition to the foregoing and in consideration of this engagement and the confidential information to be received by you under this Agreement, you agree as follows: -

During the term of this Agreement and for one (1) year after the termination of this Agreement or your employment: you and your affiliates shall not, directly or indirectly, (i) engage in or assist others in

engaging in business of the type engaged in by Rialtes (the "Restricted Business") in all countries Rialtes operates in; (ii) have an interest in any person that engages directly or indirectly in the Restricted Business in the countries Rialtes operates in any capacity, including as a partner, shareholder, member, employee, principal, agent, trustee or consultant; or (iii) intentionally interfere with the business relationships (whether formed prior to or after the date of this Agreement) between Rialtes and customers, producers, suppliers, channel partners, referral partners, or other service partners of Rialtes.

During the Restricted Period, you will not, and will not permit any of your affiliates to, directly or indirectly, hire or solicit any employee or contractors of Rialtes or encourage any such employee or contractor to leave such employment or engagement or hire any such employee or contractor who has left such employment or engagement, except pursuant to a general solicitation which is not directed specifically to any such employees and/or contractor.

During the Restricted Period, you will not, and will not permit any of your affiliates to, directly or indirectly, solicit or entice, or attempt to solicit or entice, any customers, producers, suppliers, channel partners, referral partners, or other service partners of Rialtes or potential customers, producers, suppliers, channel partners, referral partners, or other service partners of Rialtes for purposes of diverting their business or services from Rialtes.

You acknowledge that any breach or threatened breach of Clause 10 of this Agreement will result in irreparable harm to Rialtes for which damages would be an inadequate remedy. Therefore, Rialtes shall be entitled to equitable relief, including an injunction, in the event of such breach or threatened breach of Clause 10 of this Agreement. Such equitable relief shall be in addition to Rialtes rights and remedies

10. Proprietary Information.

The product of all work performed under this Agreement ("Work Product"), including without limitation all notes, reports, documentation, drawings, computer programs, inventions, creations, works, devices, models, work-in-progress and deliverables will be the sole property of the Rialtes/ Rialtes customers, and Contractor hereby assigns to the Rialtes all right, title and interest therein, including but not limited to all audiovisual, literary, moral rights and other copyrights, patent rights, trade secret rights and other proprietary rights therein. You retain no right to use the Work Product and agree not to challenge the validity of the Rialtes ownership in the Work Product.

You hereby assign to the Rialtes all right, title, and interest in any and all photographic images and videos or audio recordings made by the Rialtes during your work for them, including, but not limited to, any royalties, proceeds, or other benefits derived from such photographs or recordings.

Rialtes will be entitled to use your name and/or likeness use in advertising and other materials.

11. ENTIRE AGREEMENT

If you accept this offer, and the conditions of this offer are satisfied, this letter and the written agreements referenced in this letter shall constitute the complete agreement between you and Rialtes with respect to the initial terms and conditions of your employment. Any representations promise or agreements, whether written or oral, not contained in or contrary to those contained in this letter that may have been made to you are expressly canceled and replaced by this letter. Except as otherwise specified in this letter, the

terms, and conditions of your employment pursuant to this letter may not be changed, except by writing from the company's Human Resources department.

Payal, we believe that you will make significant contributions at Rialtes Technologies, and we look forward to you accepting this offer and joining our company and contributing to our shared vision.

If you accept this offer of employment including all described provisions, please communicate your acceptance of this appointment by signing a copy of this letter and returning it to your immediate reporting manager.

Please feel free to contact your manager, Rajesh Bhujbal if you need additional information or to discuss this offer further.

Yours faithfully,



Ajay Tyagi

For Rialtes Technologies & Solutions LLP

ANNEXURE I

Name:	Payal Pankaj Maisheri	Emp. Code	
Design:	Management Trainee	Location	Pune
Dept:	Human Resources Department		
S.NO	Components of Salary	Offered Break-Up	
		Per Annum	Per Month
A1	Basic Salary	96,600	8,050
A2	House Rent Allowance	48,300	4,025
A3	Children Hostel Allowance	7,200	600
A4	Children Education Allowance	4,800	400
A5	Leave Travel Allowance	11,040	920
A6	Driver Reimbursement	10,800	900
A7	Telephone/Mobile Reimbursement	18,000	1,500
A8	Fuel & Maintenance Reimbursement	28,800	2,400
A9	Internet Reimbursement	12,000	1,000
A9	Special Allowance	38,460	3,205
	Gross Salary	2,76,000	23,000
A11	Provident Fund (Employer)	21,600	1,800
A12	Professional Tax	2,400	200
	Gross Deductions	24,000	2,000
	Cost to Company	3,00,00	25,000
	Annual Performance Linked Bonus#	1,00,000	1-year
	Total Cost to Company	4,00,000	

* TDS would be applicable as per Govt. guidelines.

#Variable pay is a performance-linked incentive that would be paid depending upon your performance and achievements after one year of completion.



Self Placed

26 December 2022

Mujjammil Makandar,

Dear Mujjamil,

Subject: Retainer ship of Services

We are pleased to engage your services on retainer ship basis for the period of 06 months from 04 January 2023 to 03 July 2023 in our Company on following terms and conditions:

1. Scope of your services will include:
 - Supporting the requirement and as per agreement in respective Department.
2. For this purpose, you shall receive instructions and guidance from, or any other person as decided by organizational requirements.
3. You will be paid a retainer ship fee of Rs. 21000/- (Twenty-one thousand only) per Month subject to T.D.S (Tax Deducted at Source) and other deductions.
4. Canteen and Transport deduction will 700/- each for the year 2021-22. There will be increase by Rs.50/- at the beginning of every Financial Year (i.e with effect from 1st April every year).
5. The above deduction is not applicable for the employees who are deputed at customer location.
6. The assignment is specific and purely temporary in nature and you will not be deemed to be an employee of the Company and as such you will not be entitled to any benefits whatsoever which are normally applicable to the employees of the Company.
7. You shall make your services available to the Company as and when required apart from the specified business hours of the office and holidays thereof.
8. It is extremely important that you maintain strict confidentiality about all matters pertaining to the terms and conditions of your retainer ship and any other technical/managerial/administrative/supervisory knowledge that you will gain as a result of executing your designated responsibilities.
9. In case your work during the period of assignment is found satisfactory, depending on the availability of work, period of your contractual assignment may be renewed for additional period as may be required.
10. During the tenure of this assignment you shall not engage yourself, directly or indirectly in trade, occupation or service in any manner whatsoever without the prior permission in writing of the Company in those regards.

[Handwritten signature]

Mujjammil

TATA AUTOCOMP SYSTEMS LIMITED

Technical Centre

CIN: U34100PN1995PLC158999

Sr No 280 Village Maan Hinjawadi Phase II Tal Mulshi Pune 411 057 India

Tel 91 20 6675 5500 Fax 91 20 6675 5400 website www.tataautocomp.com

Registered Office TACO House Plot No 20/B FPN085 V G Damle Path, Off Law College Road Pune 411004 Maharashtra INDIA



11. In case either the Company or you do not wish to continue with the assignment, either party shall give notice of one month in writing.
12. Upon termination of this assignment in any manner whatsoever, you shall handover proper charge of all documents, papers, materials, equipment's or any other property of the Company in your possession or control to a person authorized by the Company.
- 12 This agreement does not in any way constitute you as an employee of the Company and you should not present yourself as such; and not permit yourself to be represented as such by others.
- 13 Retainer ship resources are eligible for one leave per month which could be carry forwarded but cannot be taken in advance and its non- encashable.
- 14 In case of separation by resignation you are required to serve one month notice period before you could be relieved from the services of the company. However, relieving from the company will take place after the company is satisfied that proper handing over of pares, documents, information, and assets is completed.

In absence of any further communication stating otherwise, it is understood that your retainer ship contract will automatically come to an end on 03 July 2023.

Please confirm your acceptance of this appointment by signing and returning the enclosed copy of this letter.

Sincerely,
For TATA AutoComp Systems Limited- Technical Centre



Tarini Chakraborty
VP & BU Head

Received and Accepted

Mujjammil Makandar

Mujjammil

TATA AUTOCOMP SYSTEMS LIMITED

Technical Centre

CIN: U34100PN1995PLC158999

Sr No 280 Village Maan Hinjawadi Phase II Tal Mulshi Pune 411 057 India

Tel 91 20 6675 5500 Fax 91 20 6675 5400 website www.tataautocomp.com



PRIVATE AND CONFIDENTIAL

Reference No. - 1384556708

Applicant ID - 5831252

31-Aug-2023

Ajit Ramchandra Mali

Dear Ajit,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme during the current academic year and submission of your certificate and mark sheet within 3 months of result announcement - which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked, which please take note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384556708

Applicant ID - 5831252

31-Aug-2023

Ajit Ramchandra Mali

Dear Ajit,

We are pleased to make you an offer of appointment as Deputy Manager (Band I) in ICICI Bank. You will be placed in MORTGAGE at MUMBAI-MULUND.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- a) You shall be required to join the Bank on or before 06-Sep-2023.
- b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



: 2 :

Reference No. - 1384556708

Ajit Ramchandra Mali

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.
- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
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 Old Padra Road,
 Vadodara 390 007, India.



: 3 :

Reference No. - 1384556708

Ajit Ramchandra Mali

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.
- **Termination of Employment:** Your services with the Bank are liable to be terminated:
 - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
 - c) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc; and
 - d) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
 Fax: (91-22) 2653 1122
 Website www.icicibank.com
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
 Near Chakli Circle,
 Old Padra Road,
 Vadodara 390 007, India.



: 4:

Reference No. - 1384556708

Ajit Ramchandra Mali

- **General:**

- Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
- You will be bound by the Rules and Regulations of the Bank.
- You will keep us informed of any change in your residential address.
- Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Pritesh Ranjan

Digitally signed by Pritesh Ranjan
 Date: 2023.08.31 16:35:10 +05:30
 Reason: Offer Letter
 Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
 Fax: (91-22) 2653 1122
 Website www.icicibank.com
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
 Near Chakli Circle,
 Old Padra Road,
 Vadodara 390 007, India.



: 5 :

Reference No. - 1384556708

Ajit Ramchandra Mali

Annexure:**Remuneration:**

- Your Base Salary will be Rs. 1,08,000/- (Rupees One Lakh Eight Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,58,100/- (Rupees One Lakh Fifty Eight Thousand One Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 54,000/- (Rupees Fifty Four Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 16,200/- (Rupees Sixteen Thousand Two Hundred only) per annum.

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
 Fax: (91-22) 2653 1122
 Website www.icicibank.com
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
 Near Chakli Circle,
 Old Padra Road,
 Vadodara 390 007, India.



:6:

Reference No. - 1384556708

Ajit Ramchandra Mali

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Digitally signed by Pritesh Ranjan
 Date: 2023.08.31 16:35:10 +05:30
 Reason: Offer Letter
 Location: Mumbai

Signature of Applicant

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
 Fax: (91-22) 2653 1122
 Website www.icicibank.com
 CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
 Near Chakli Circle,
 Old Padra Road,
 Vadodara 390 007, India.



JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: <https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx>

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use “forgot password “option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

- 1) Self-attested copies of educational certificates and marksheets (Xth/XIIth/ Graduation/ Post graduation)
- 2) Work Experience Document
 - a. Resignation accepted letter from current organisation
 - b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
- 3) Passport size Photograph (against Red background)
- 4) Address proof (Passport/Voter id/Ration card)
- 5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



Remuneration Details

Name : Ajit Ramchandra Mali

Position: Deputy Manager (Band I)

Group: RETAIL BANKING GROUP

	Deputy Manager (Band I)	
	Monthly	Annual
Basic	9,000	1,08,000
HRA	4,500	54,000
Supplementary Allowance*	13,175	1,58,100
Superannuation Allowance **	1,350	16,200
Total	28,025	3,36,300
Retrials		
Retrials (PF, Gratuity) ***	2,550	30,600
Total Fixed CTC	30,575	3,66,900
Performance Linked Retention Pay #	6,250	75,000
Total CTC	36,825	4,41,900
* Supplementary allowance will include Conveyance / Travel allowance, Telephone reimbursement, LTA, Medical, Canteen and any other allowance		
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.		
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.		

Date : 31-Aug-2023

Digitally signed by Pritesh Ranjan

Date: 2023.08.31 16:35:11 +05:30

Reason: Offer Letter

Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



APPOINTMENT LETTER

18 November, 2021

Dear **VAIBHAVEE MALJI**,

This is with reference to discussion you had with us recently. We are pleased to offer you the position of a **Associate** on the following terms:

1. Place of Employment and Timing:

1. Your initial place of work will be at **IN-Pune**. However, your services are transferable, and may be assigned, after reasonable notice, to any location in India or abroad where the company or its affiliates conducts business. The duties to be performed by you hereunder shall be performed in such locations as are reasonably necessary or appropriate to carry out your duties hereunder, subject to reasonable travel requirements on behalf of the Company from time to time.
2. You will be expected to attend office - except when traveling on business during working hours/shifts as may be decided by the Company.

2. Compensation and Benefits:

1. Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 88000**. Other allowances / reimbursements as due to you are detailed in Annexure I.
2. You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.
3. You will be provided with Retirement Benefits namely, Provident Fund and Gratuity, in accordance with the laws of the country, and/or, as per company policy.
4. Your compensation shall be reviewed on the basis of merit and will be at the sole discretion of the company.

3. Reimbursement of Expenses:

The Company will reimburse you for reasonable travel, and other business expenses incurred in connection with the performance of your duties hereunder, in accordance with the policy of the Company with respect thereto.

7. Confidentiality:

1. During the course of its business, the Company is required to keep confidential, the information about its Customers and itself and for that purpose to ensure the same from each employee assigned to perform services for the Company/its Customers and each employee who obtains or is in a position to obtain any information or materials.
2. During the normal course of business, it may be imperative to record / monitor all calls made by you in order to assess quality, as applicable. This clause by no means would impede upon your working ability / capacity and should be taken in light of company procedures and policies.
3. You shall therefore regard and preserve as confidential all information related to the business and activities of the Company as well as its Customers, their clients, suppliers and other entities with whom they do business which may be obtained by them from any source or may be developed as a result of any of the said agreements with the Company's Customers. You shall hold such information in trust and confidence for them and not disclose any such information to any person, firm or enterprise, or use any such information for your own benefit or the benefit of any other party, unless authorized by the Company.
4. You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.
5. You acknowledge that the information, observations and data concerning the Company and/or the Customers provided to you, is and shall continue to be the property of the Company and/or its Customer's, as the case may be and that you shall not be entitled to any right or license in relation to the said information, nor shall you copy, reproduce, publish, distribute, adapt, modify or amend any part thereof, without the prior written consent of the Company/the Customers, as the case may.
6. You are not a party to or aware of any agreement, obligation or restriction that prevents or prohibits you from complying with these obligations and you agree to take any other steps reasonably required and/or appropriate to ensure compliance with the obligations set forth herein.
7. You understand that if you threaten to or actually breach or fail to observe any of the obligations set forth in this Clause, Company will be subject to irreparable harm, which will not be adequately satisfied by damages and you therefore agree that the Company shall be entitled to injunctive relief and/or any other remedies permitted, to ensure and enforce your compliance with these obligations in the unlikely event you do not comply with them; provided, however, that no specification herein of any a particular legal or equitable remedy shall be construed as a waiver, prohibition or limitation of any legal or equitable remedies available to the Company.
8. You shall deliver to the Company upon cessation or termination of your employment, or at any other time the Company may request, all memoranda, notes,

8. NONCOMPETE

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

9. Whilst employed by the company, you:

1. Will not engage in any external activities of a commercial nature
2. Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
3. Will be required to effectively carry out all duties and responsibilities assigned to you by your supervisor and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your supervisor.
4. Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
5. You agree that you shall not directly or indirectly, share, discuss your compensation details, in full or part, with any person in or outside the organization other than those authorized to do so.
6. Will maintain best standards of personal health and should necessarily be medically fit to perform your duties

Other Provisions

1. **Language.** This appointment letter was originally drafted in the English language. If it is translated into any language other than English, the provisions of the original English language version shall control in the case of any asserted conflict in terms.
2. **Governing Law.** This appointment shall be governed by and interpreted in accordance with the laws of India.
3. You shall be governed by the "Service Agreement" as applicable to you

Date: 29-01-2020

Welcome Note

Dear **Mr. Pratik Kakasaheb Mandhare**

Congratulations and welcome to Randstad family! We are delighted to have you as part of our organization. Your role and association with us is critical in fulfilling the mission of our organization. We hope, our association will be professionally meaningful and mutually beneficial. You join a group of our 60,000 + Employee Workers (EW) deputed to our various clients, in order to partner in their business success.

Thank you for the information and documentation provided to ease your on-boarding process. You can continue to use our online portal to access and download your monthly pay slips, edit personal details, download forms required for registering your employment for various statutory benefits. The next few pages will give you more information on your employment with us.

For any queries, please feel free to contact the Randstad Help Desk. The facility is currently available Monday through Friday, 9:30 am to 6:30 pm. You may contact the Help Desk through one of the three methods below:

1. Log in to **Click here to log in Randstad Portal**
2. Call us Toll free 1800 420 9944
3. Email us to flexicare@randstad.in

Our Core Values: As a new entrant, we would like you to know that randstad is known for continuing to adhere to and live by the core values established in our early days. Its good to know that every Randstad employee continues to keep to and live by these values today. They are

To Know - We are experts. We know our clients, their companies, our candidates and our business. In our business its often the details that count the most

To Serve - We succeed through a spirit of excellent service, exceeding the core requirements of our industry.

To Trust - We are respectful. We value our relationships and treat people well.

Striving For Perfection - We seek to improve and innovate constantly. Its our job to help our clients and candidates to find satisfaction in all their pursuits. This is what gives us the edge.

Simultaneous Promotion Of All Interests - We take our social responsibility seriously. Our business must always benefit society as a whole.

I wish you all the very best as you embark on an exciting journey with Randstad while enhancing your professional stature, along the way.

For Randstad India Pvt Ltd.

S. Balakrishnan

**Authorized Signatory
Balakrishnan S
Head - HRSSC**

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in



Mr. Pratik Kakasaheb Mandhare,
Empcode -1428556

Date: 29-01-2020

DEPUTATION LETTER

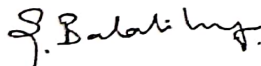
Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to MRF Corp Limited with effect from 13-01-2020 at their PUNE office. The terms and conditions of your deputation will be as follows:

1. You will, with effect from 13-01-2020, be required to work at our client's office/ premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of Randstad.
3. In the day to day functioning or carrying out all responsibilities, you will receive instructions from MRF Corp Limited and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by MRF Corp Limited.
5. You shall be bound to follow the working hours of MRF Corp Limited.
6. You shall take care not to disclose confidential information / trade secrets, etc that you may come across in the course of your responsibilities to anyone outside MRF Corp Limited and use such information only in connection with the service provided to MRF Corp Limited.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against MRF Corp Limited. This arrangement is purely a contractual agreement between Randstad and MRF Corp Limited for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of MRF Corp Limited or outside, and if you were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of MRF Corp Limited entrusted to you in the due discharge of your duties and shall indemnify MRF Corp Limited when there is a loss of any kind to the said property.

All the other terms and conditions of your employment remain unchanged.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us.

Yours truly,
For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Pratik Kakasaheb Mandhare have read and hereby accept the above mentioned terms and conditions

Signature :

Date :

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in



General Terms & Conditions

1. You will have to provide signed copies of all documents and forms in the joining kit including the signed appointment letter to Randstad India Private Ltd. (RIPL) within a period of 30 days from your date of joining. The documents can be either couriered or handed over in person at the designated RIPL offices. You will not be eligible for payroll in the subsequent months if these documents are not received within the 30 day period from your date of joining.
2. RIPL is working towards having a safe transaction mode for all payments and follows the practice of remitting salary, reimbursement, F&F and other payments directly to your designated bank account. You are required hereby to confirm your acceptance of the same and provide your Bank Account details with proof (cancelled cheque or copy of bank pass book or bank statement) within 15 days of the date of joining to RIPL personnel at the designated RIPL offices or send an e-mail with scanned copy of the proofs mentioned to flexicare@randstad.in mentioning "bank account details" in the subject line of the mail.
3. You will have to provide your PAN card details within 15 days of your date of joining
 - a. In case, you don't have a PAN card, you will have to apply and provide the acknowledgement copy within 15 days from the date of joining.
 - b. In case you do not provide PAN card details and your income falls under the taxable limits, you will be paid your monthly salary after deduction of taxes as per the existing tax laws.
4. Your pay slips will be available online for viewing, downloading and printing. This is a digitally generated document and does not require a physical signature for verification. The pay slip will be available at the end of first week of the month and will be deemed to have been received and accepted by you. For any clarifications or queries, regarding the same you can send an email to flexicare@randstad.in referencing your RIPL employee ID.
5. In case of any reimbursable components in your salary structure, you will be required to submit necessary proofs of payments and bills for the same, failing which the payments will be made after deduction of appropriate taxes.
6. If you are eligible for ESIC benefits and have an existing ESIC number, please inform in advance through the ESIC nomination form in your joining kit to retain the existing ESIC number. For PF transfer from an existing PF account, you will need to fill and submit the PF transfer form in your joining kit.
7. RIPL does not accept or retain any original certificates/ documents pertaining to your educational and other qualifications. You may be required to produce the same for verification purposes only, if requested by authorized RIPL personnel.
8. You will have to complete all the exit formalities and hand over any assets including but not limited to ID cards, laptops, mobiles, etc. in your custody before your Last Working Day (LWD) in the organization. Your Full & Final Settlement (F&F) will be completed only if the exit formalities are done on time, which shall not exceed 45 days.
9. Your F&F settlement amount will be transferred to the bank account used for your salary transactions. In case, there are dues to be recovered from you in the F&F settlement, you will be issued your relieving letter and experience letters only on clearance of these dues.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us.

Yours truly,

For Randstad India Pvt Ltd.



**Authorized Signatory
Balakrishnan S
Head - HRSSC**

I, Pratik Kakasahab Mandhare have read and hereby accept the above mentioned terms and conditions

Signature :

Date :

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Mungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

in places other than that which is designated. This will help prevent accidents.

1. Follow rules on speed limit and wearing safety gear as is prescribed at the work environment that you are at.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. In the event of an accident, do not handle it on your own; follow procedures that you may have been trained in; inform the facilities manager or emergency numbers provided.
4. Understand accident report procedures at your work site.
5. Always let someone know, where you are going and your expected time of return.
6. If your office premises require you to wear a helmet while entering or exiting, comply with the same.

As a Randstad EW, you have the right to:

1. Work in places where all the risks to your health and safety are properly controlled.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. To stop working and leave the area if you think you are in danger.
4. To inform your employer about health and safety issues or concerns.

Recommendations for Common Safe Working Practices

1. Do not smoke in areas prohibited.
2. Do not overload electrical outlets.
3. Do not expose electric conduits/plugs/sockets to water.
4. If your work requires you to lift weight frequently, understand load management procedures at work.
5. Do not operate machinery unless you have been trained and authorized to do so.
6. Never throw anything from any height.
7. If you use tools as part of your work use only the right and authorized tools.
8. Report any Health and Safety incidents whether they result in injury or not to your respective Randstad anchor.
9. Cooperate in the investigation of accidents with the objective of introducing measures to prevent recurrence.

For Randstad India Pvt Ltd.

P. Balakrishnan

Authorized Signatory
Balakrishnan S
Head - HRSSC

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
***** 044 66377474

Protection And Use Of Randstad's Assets

All Employees are responsible for protecting and for appropriate use of the assets of Randstad. The Employees must safeguard the assets of Randstad against loss, damage, misuse or theft. Any violation of this aspect of the code will subject to the disciplinary action up to and including termination of the employment or business relationship. The assets of Randstad including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of Randstad, hardware and software and all other electronic communication devices, must be utilized in legal, ethical and appropriate manner. Unauthorised usage of Randstad's assets to deal with any illegal transaction shall be subject to legal action.

Protection And Use of the Client's Assets

All Employees are responsible for protecting and for appropriate use of the assets of the client where the Employee is stationed. The Employees must safeguard the assets of the client against loss, damage, misuse or theft. The assets of the Client including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of the Client, hardware & software and all other electronic communication devices, must be utilised in legal, ethical and appropriate manner. Further, the Employee shall refrain from any unauthorised use, access, disclosure, alteration and/ destruction of information systems including but not limited to CV database, CV database, client's JD/JS details, client's CTC policy and break-ups, and any other confidential information, written or oral, whether or not, specified explicitly by the Client.

Employee Developments

The Employee agrees to communicate to Randstad as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with Randstad and for a period of 1 [one year] thereafter for the purpose of determining Randstad's rights in such Employee Developments.

press releases

The Employee shall not put out any press or other media release or make any public announcement or statement relating in anyway to the business of the Client/Randstad, the activities of the Client/Randstad and for such other information without the prior written consent of the authorised personnel.

Disciplinary Actions

It is expected from all Employees covered under this Code of Conduct that they will adhere to the principles and rules laid down in this code. The appropriate disciplinary action will be taken against the delinquent Employee who is found to violate these principles and policies or any other policy of Randstad. The disciplinary action may include immediate termination of employment, appropriate legal action or severing of business relationship at Randstad's sole discretion. Randstad will recover any loss suffered by it due to violation of the provisions of this code by any delinquent in legal manner. All Employees are encouraged to report any suspected violation promptly.

(The Employee)

By

.....

Name

.....

Title

.....

Witness

.....

(Randstad India Ltd.)

By

.....

Name

.....

Title

.....

Witness

.....



Kotak Mahindra Bank

Date: 16-JUL-2021
Ref No: 80131

divya manjramkar
Shivshambhoo nagar, lane no 4, kondhwa road katraj
PUNE-411046, maharashtra, INDIA

LETTER OF APPOINTMENT

Dear divya manjramkar,

This letter marks an important event in the life of our Bank and indeed for you. We value this letter as a symbol of a new relationship, one that is based on simplicity, prudence and humility.

When you sign this letter, you would have agreed to uphold our heritage and be a part of the Kotak family. You promise to value our values and be one of us

- Down to Earth & Approachable : We are simple, straight forward, realistic, unpretentious and always accessible to our stakeholders
- Mutual Respect, Trust and Transparency : We nurture an environment which is transparent in dealings, value the contribution of every individual and respect basic human dignity in all interactions
- Passion to Achieve : We are committed to focus on results with undying enthusiasm and energy
- Entrepreneurial Approach: We generate and encourage creative ideas, applying sound commercial acumen. We have an innovative approach to problem solving and do not shy away from going beyond the conventional
- Ethical with Governance Mindset: We are committed to conducting ethical business maximizing shareholder values on a sustainable basis, while ensuring fairness to all stakeholders including customers, team members, investors, business partners, Government and society at large.

When you sign this letter, you would have embarked on our quest to make modern history!

Manoj Phadnis
CHIEF EXECUTIVE OFFICER
PRABHAKAR PHADNIS
Executive Assistant - Human Resources
Digitally signed by MANOJ
PRABHAKAR PHADNIS
Date: 2021.07.16 19:32:52
IST

divya manjramkar
Candidate Name

Kotak Mahindra Bank Ltd.
CIN: L65110MH1985PLC038137

Kotak Infinii, Building No. 21,
Zone 4, 2nd Floor, Infiniti Park,
Off Western Express Highway,
General AK Vaidya Marg,
Malad (E), Mumbai 400097,
Maharashtra, India.

T +91 22 66056825
F +91 22 67259071
www.kotak.com

Registered Office:
27 BKC, C 27, G Block,
Bandra Kurla Complex,
Bandra (E), Mumbai 400051,
Maharashtra, India.





Director CPC Placement <directorcpc.placement@sinhgad.edu>

Fwd: Result of the final Interview Assessment held on 20th and 23rd Jan 2023

Priyanka Karande <karandepriyanka@sinhgad.edu>
To: Director CPC Placement <directorcpc.placement@sinhgad.edu>

24 January 2023 at 10:07

Best Wishes,
Priyanka N. Karande | Placement Officer
Sinhgad Management Institutes
Working Hours: Mon- Fri | 10:00 am - 4:00 pm.
Mobile: 9552569861, 9890990282
Email: karandepriyanka@sinhgad.edu, karandepriyanka@yahoo.co.in
Website: www.sinhgad.edu

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

From: <ouseph.antony@mrfmail.com>

Date: Tue, 24 Jan 2023 at 10:04

Subject: Result of the final Interview Assessment held on 20th and 23rd Jan 2023

To: <deepika.saluja@ahduni.edu.in>, <kiran.choudhary@davuniversity.org>, <yogeshkumar@globalbschool.in>, <naresh.gundoju@gitam.edu>, <girishnaik2013@yahoo.in>, <g.naik@iimspune.edu.in>, <bhaveshr@shantibschool.edu.in>, <karandepriyanka@sinhgad.edu>, <karandepriyanka@yahoo.co.in>, <rima@skips.in>

Cc: <dhruv.s2@ahduni.edu.in>, <sahilrana66711@gmail.com>, <navjotsingh12100280@gmail.com>, <piyush12101083@gmail.com>, <Sachinbd2017@gmail.com>, <npujar264@gmail.com>, <patilmanoj1999july@gmail.com>, <sandesh.ksheersagar@gmail.com>, <tposa@gitam.in>, <rvundi@gitam.in>, <adityakadam850@gmail.com>, <hrushikesh.m21@shantibschool.edu.in>, <maratheakash11@gmail.com>, <avdhootmk55@gmail.com>, <dhirajkende98@gmail.com>, <pritamhosal18598@gmail.com>, <mraulsubhash7@gmail.com>, <benson21@skips.in>, <sujith.krishnan@mrfmail.com>, <benjamin.bosco@mrfmail.com>

Hi,

Pls. note that following students from your campus have finally got selected in the Assessments held on 20th and 23rd Jan 2023
They can prepare themselves for the joining.

S No	Test PIN	Name	Campus	State	Final Interview Status
1	R757603	Dhruv Rajiv Sahni	Ahmedabad University	Gujarat	Selected
2	R399313	Sahil Rana	DAV University Jalandhar	Himachal Pradesh	Selected
3	R885259	Navjot Singh	DAV University Jalandhar	Punjab	Selected
4	R165430	Piyush	DAV University Jalandhar	Himachal Pradesh	Selected
5	R659618	Sachin Dharwad	GBS Hubli	Karnataka	Selected
6	R413224	Naveen Pujar	GBS Hubli	Karnataka	Selected
7	R079736	Manoj Patil	GBS Hubli	Karnataka	Selected
8	R427274	Sandesh Ksheersagar	GBS Hubli	Karnataka	Selected
9	R757291	POSA THANMAY	GITAM	Andhra Pradesh	Selected
10	R907799	V.ROHIT RAM VARMA	GITAM	Andhra Pradesh	Selected
11	R060830	Aditya Mohan Kadam	SaiBalaji Group of Institutes, Pune	Maharashtra	Selected
12	R035237	Hrushikesh Mhaske	shantibschool	Maharashtra	Selected
13	R245721	Akash Premraj Marathe	Sinhgad Management Institutes	Maharashtra	Selected
14	R533759	Avdhoot Meghraj Kumbhar	Sinhgad Management Institutes	Maharashtra	Selected
15	R011442	Dhiraj Chandrakant Kende	Sinhgad Management Institutes	Maharashtra	Selected



	R878086	Pritam Ashok Bhosale	Sinhgad Management Institutes	Maharashtra	Selected
17	R143656	Rahul Subhash Mudliar	Sinhgad Management Institutes	Maharashtra	Selected
18	R331925	Benson John	St. Kabir Institute of Professional Studies	Gujarat	Selected

We allow the students to join only after completing all academic formalities and will let you know the joining date in due course. You may block them for MRF and advise them accordingly.

Thanks
Ouseph Antony
General Manager - HR

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CN022343096

Model Contract of Apprenticeship Training for Major/Minor* Apprentices

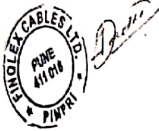
1. Name and Registered Address of Establishment : Finolex Cables Ltd (E02202700006)
- with Telephone no. & E-mail address : 26/27, Mumbai Pune Rd, Pimpri, Pune, PimpriPune,
Maharashtra
- : 020-27475963
- : N/A
2. (a) Name of Apprentice (Block Letters) : DISHANT DILIP MATE (A112224951)
- (b) Father's/Mother's /Spouse's Name : DILIP
3. Address of apprentice : plat nambar 5 kolhewadi, sinhgad road, haveli,
khdakwasla, Maharashtra, Pune, 411024, khdakwasla,, Pune,
Maharashtra
4. Gender : Male
5. Date of Birth : 30-01-2001
6. (a) Whether belongs to SC/ST/OBC/PwD/ Minority : No
- (b) Name of the Category : General
7. Educational Qualification (Highest) : Post Graduate - MBA
8. (a) Category of Apprenticeship : Optional
- (b) Name of the trade for which Apprentice is training : Accounts Executive
9. Apprenticeship Training duration (Total) : 360 Days
- (a) Duration of Basic Training : 2 Weeks
- (b) Period of On-the-Job Training : From 29-01-2023 to 23-01-2024
10. Apprenticeship Training Location : Pimpri
- (a) Name and address of facility where Basic Training is to be provided : N/A
- (b) Name and address of the facility where On-the-Job Training is to be provided : Finolex Cables Ltd
Pimpri
Pune
Maharashtra
11. (a) Date of execution of contract : 27-02-2023
- (b) Age of Apprentice on the date of execution of contract : 22 years, 0 months and 28 days
12. Is the establishment opting for benefits under NAPS*? : Yes
- *If yes, Annexure 2 to this contract will also be applicable.
13. Monthly stipend amount
- (a) During 1st year of training : 14000
- (b) During 2nd year of training : N/A
- (c) During 3rd and 4th year of training : N/A

The Establishment agrees and understands that the minimum monthly stipend amount is prescribed in the Rule 11(1) of Apprenticeship Rule, 1992. The Establishment confirms that the agreed monthly stipend amount entered above must be higher than these minimum rates.

If the minimum rates are modified through legislation (either through modification of rules, or through modification of minimum wages payable) during the course of apprenticeship, this revised rates will apply as the minimum payable to Apprentice



14. (a) Name and Address of Guardian In case Apprentice is under 18 years of age (Minor) : N/A
 (b) Relationship with the Apprentice : N/A
15. (a) Whether Apprentice was identified through approved Third Party Aggregator : Yes
 (b) Name of TPA (if applicable) : YASHASWI ACADEMY FOR SKILLS
16. We, the Establishment, Apprentice/Guardian solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 as amended from time to time, regarding the contract of apprenticeship training including obligations and terms and conditions contained in Schedule V and VI of the said rules and will comply with the same.
17. I, the Apprentice, declare that all details shared by me, including educational qualifications and other personal information shared, is correct and will provide original documents for verification at any time
18. We, the Establishment, have examined the Apprentice's information, including personal details, and will seek relevant documentation for verification as and when required.
19. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Annexure 1).
20. The Establishment, Apprentice/Guardian hereby also declares to comply with the terms and conditions of National Apprenticeship Promotion Scheme (NAPS), if applicable.



Signature of the
Employer with seal

Signature of Apprentice

Signature of Guardian



Director CPC Placement <directorcpc.placement@sinhgad.edu>

List of SMI Students - Airtel Business

Ankita Roy <Ankita.Roy@airtel.com>
To: Director CPC Placement <directorcpc.placement@sinhgad.edu>
Cc: Shrikant Nimajkar <shrikant1.nimajkar@airtel.com>

Yes, and please confirm their status.

From: Director CPC Placement <directorcpc.placement@sinhgad.edu>
Sent: Thursday, December 22, 2022 5:27 PM
To: Ankita Roy <Ankita.Roy@airtel.com>
Subject: Re: List of SMI Students - Airtel Business

"* External Email. Treat hyperlinks and attachments in this email with caution. *

Dear Ankita,

As discussed with Ms. Shweta please confirm if the following students are selected with your Company. On receiving your confirmation we will remove them from the placement process.

Aishwarya Kumari

Aniket Mengade

Shripad Devidas Kulkarni

Rnaji Prabhunath Prasad

Shantanu Kadu.

Regards,
Dr. Jayesh L Minase

Dean
Central Placement Cell

Sinhgad Management Institutes.

Working Hours: Mon- Fri : 10:00 am - 4:00 pm.

Sinhgad Central Placement Cell,

4th Floor, Sinhgad Institute of Management Building,
Sr. No 44/1, Vadgaon Bk, Off Sinhgad Road, Pune - 411041

Email Id: directorcpc.placement@sinhgad.edu | URL: www.sinhgad.edu |

Sapna Aher - 9552510911/Priyanka Karande - 9552569861/Shweta Pawar -9552510910

On Tue, 20 Dec 2022 at 14:28, Director CPC Placement <directorcpc.placement@sinhgad.edu> wrote:

Dear Ankita,

Greetings!!!

These students are not from Sinhgad Management Institutes.
Please let us know if someone from our college got selected.

Regards,
Dr. Jayesh L Minase

Dean
Central Placement Cell

Sinhgad Management Institutes.





Letter Of Intent - State Street HCL

1 message

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: varshamhetre1999@gmail.com <varshamhetre1999@gmail.com>

Thu, 29 Dec, 2022 at 1:03 pm

LETTER of INTENT

Date – 29 December 2022

Pune

Dear Varsha Vikas Mhetre,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

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Apprenticeship Offer cum Appointment Letter**Date: Dec 19,2023****Candidate Name: Miss Sonali Misal****Candidate ID: 1601349****Address: A/P Wagholi Tal.Malshirad,Dist.Solapur, Akulj-413112, Maharashtra, India****Dear Sonali,**

Congratulations!!!

We are extremely pleased to extend a warm welcome to you from the eClerx family, under the Apprenticeship program. Your designation under the Financial Markets Vertical would be an Analyst. Your functional title will be "**Analyst**". We wish you a successful and professionally enriching experience with us.

Please find attached the additional terms and conditions under the Program which is to be treated as an integral part of your Apprenticeship contract (hereinafter referred to as "**Contract**"). Please return a duly signed duplicate copy of this letter for our records. Your HR Business Partner will soon reach out to you for an introduction. Should you have any queries or concerns, they will be glad to assist you. Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy, and exciting association with you.

Regards**Offered By: Sagar Shetty****Designation: Program Manager– Human Resources**

Date: Dec 19,2023

Dear Sonali,

We are pleased to appoint you as **Analyst** under the Apprenticeship program. Your training with us will commence on "**Dec 21,2023**" and will continue until "**Jun 20,2024**".

Apart from the other policies binding upon you during your tenure with the company, the general terms and conditions under the Program are as follows:

1. Work Location

1.1. Your initial work location will be **Pune**. Though you have been engaged for a specific position and location, the Company reserves the right to transfer you, with reasonable notice, to any other location, department, establishment, or branch of the Company / group / affiliates as the Company may deem fit including new locations to be set up in future. You shall be bound by the policies, rules and regulations of the office at the location you are posted in at any given point in time.

1.2. In the event of your voluntary resignation / termination of the Program with the Company from your date of relocation / transfer within a stipulated time period as mandated by the relevant transfer policy, if applicable; you shall be liable to pay to the Company, all the expense incurred towards movement of your household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer including cost incurred by Company on account of your training.

2. Background Verification

2.1. Your appointment as an Analyst under the Financial Markets Vertical is contingent upon successful verification of all documents and information provided by you as a part of your joining process.

2.2. The Company reserves the right to end this employment agreement with you with immediate effect and without any liability, should the results of your background investigation be negative. The HR team will contact you as soon as there is any insufficiency / discrepancy identified in your background check process.

2.3. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. If the reports of such testing are found to be positive, the organisation withholds the right to initiate suitable action against you, including immediate termination of services.

2.4 Your offer of employment will not be valid if you are unable to provide all the mandatory documents on or before your Date of joining.

3. Remuneration, Benefits & Privileges.

Please refer to Annexure I for details on your remuneration and benefits applicable during

your training period.

4. Training

4.1 The tenure period, as stated in this Contract, constitutes your training period, the successful completion of which would determine the completion of your duration under this Program.

4.2 Notwithstanding the above mentioned clause, the Company reserves the right to put you under a training program with a different training period, as per the requirement of the specific business, the successful completion of which would determine the completion of your duration under the Program.

4.3 There will be multiple assessments conducted at periodic intervals during your training period. In the event of you being unsuccessful on assessment parameters as defined by the Company during or after the training period, the Company reserves the right to terminate your Contract under the Program with immediate effect, with a 30 days' notice period. Without prejudice to clause no. 4.1 and 4.2 as mentioned above, the Company may, during the period of training, terminate the Contract without any notice or payment in lieu of notice should you be found guilty of violation of any of the Company's policies or breach of Code of Conduct, which may not be conducive to the Company or its reputation.

4.4 After the completion of the aforementioned training period, the Company, at its sole discretion and depending on business requirements, may absorb you on its regular roll, depending upon your assessment parameters and on-the-job performance. The compensation structure that will be applicable in the event you are absorbed on the regular rolls of the Company will be as per Annexure 2.

4.5 In a scenario wherein these trainings are followed by an assessment, clearance of same becomes imperative. Non-clearance of the assessment, post defined attempts, would result in necessary disciplinary action; including but not limited to termination

5. Domain-based Specialized Training

5.1 You may be required to undergo designated specialized trainings, as required under the Program. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product expertise, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as you.

5.2 Further to the above clause, you may be required to enter into a service agreement with the Company on successful completion of your training period and being absorbed as a permanent employee. The details of such Agreement, as applicable, would be conveyed to you.

6. Leaves

6.1 During your tenure and training period under the Program, you would be eligible for 2 (two) leaves per month. All leaves applied for, will need to be approved by the reporting manager well in advance. Any unapproved leave will be treated as loss of pay and repetition of such instances will attract action in line with the leave policy. The leave process shall be guided under the Leave policy of the Company.

6.2 You are required to acquaint yourself with all the rules and regulations pertaining to leave and attendance upon joining the Company, in order to avoid such instances.

7. Separation

7.1. The Contract can be terminated by the Company, by giving you a notice of 30 days or payment in lieu of notice period. Payment in lieu of shortfall of notice period will be equivalent to monthly total fixed stipend earned for an equivalent period of time.

In case you decide to terminate your Contract with the Company, you may do so by serving Company with **30 days** written notice of termination, provided you terminate your Contract with the Company within five months of your joining the Company. However, if you decide terminate your Contract in the last month of your apprentice tenure, then in that case, irrespective of date of your termination notice, your Apprenticeship term with the Company shall expire on the last working day as determined from your above mentioned date of joining the Company and not by date of your termination notice. The company may waive off the notice period requirement, at its own prerogative and require you to compensate for the shortfall of notice period.

7.2. Without prejudice to any clause in this Contract, the Company also reserves the right to terminate your Contract under the Program for reasons mentioned below, with immediate effect, without any payment in lieu of notice period, whereupon your training period would cease immediately and you shall have no claim, whatsoever, against the Company for damages or otherwise by reason of such determination.

For the purposes of this Clause 7.2, 'Reason' shall mean as under:

- a. Negligence or misconduct by you in complying with your duties, responsibilities, obligations and / or covenants or undertakings, which are either incapable of remedy or otherwise not remedied by you within 30 (thirty) days of a written notice being serviced on you by the Company stating the breach; or
- b. You becoming unable, for any reason whatsoever including the imposition of any court order, to efficiently perform your duties hereunder for 60 (sixty) working days in aggregate in any period of 12 (twelve) consecutive months; or
- c. You becoming of unsound mind; or
- d. You are convicted of a criminal offence;
- e. You becoming bankrupt or compound with all your creditors or enter into any deed of arrangement with all your creditors; or
- f. You committing breach of any of your duties or obligations under the Contract; org. You refusing or neglecting to comply with any lawful and reasonable orders or directions given to you by the Company; or
- g. You are guilty of any misconduct whether or not in the performance of your duties or commit any act which in the opinion of the Company is likely to bring the Company or any of its officers or other employees into disrepute whether or not such act is directly related to the affairs of the Company; or
- h. You becoming prohibited by law or any order from any regulatory body or government authority from being an employee of the Company; or
- i. You are unable to achieve and maintain a satisfactory level of performance and produce the desired results in your performance which are the requirements for meeting your job

responsibilities; or

- j. Causing damage to company's property; or
- k. Going on or abetting a strike in contravention of any law for the time being in force; or
- l. Committing theft, fraud, or dishonesty; or
- m. You being found guilty of any unlawful activity, including but not limited to threatening employees, security breaches, harassment, including sexual harassment, etc.
- n. For violating the Company's Code of Conduct and ethics, which goes against the ethos of the Company.

The list above is illustrative and by no means exhaustive. The company further reserves the right to add/amend this list without prior notice, within reasonable limits.

7.3. In the event of continued absence of 3 (three) consecutive working days from work without prior sanction of leave or on remaining absent beyond the period of leave originally granted or subsequently extended, you shall lose lien on your appointment and your name will be struck off from the roll of the Company, treating you to have abandoned your employment as you do not have interest in the Program offered by the Company.

7.4 On termination of your Contract, all work carried out by you – both in physical and digital form – during your employment, shall be immediately returned forthwith to the Company, without exception and with no copy (either part or whole thereof) retained by you in any form.

7.5 When your training under the Contract / Program with the Company ends, for whatever reason, you will promptly deliver to the Company all originals and copies of all documents, records, software programs, media, and other materials containing any confidential information. You will also return to the Company all equipment, files, software programs, and other personal property belonging to the Company and complete the due handover process during the notice period that you are required to serve by the Company. In the event of your failure to do so, you shall be liable to face legal proceedings and compensate the Company for any material loss of business, as determined by the Company at its sole discretion. The Company may withhold your exit clearance and / or full-and-final settlement on account of your breach of the Company's rules and regulations and until it is able to recover the losses incurred by it.

8. Working Hours

The training hours applicable to you will be the same as are observed, depending upon your process and program. The initial shift, location, or program allotted to you may change at any time during the period of Apprenticeship, as decided by the Company's management.

9. Conflict of Interest

9.1. During your service with the company you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business. You will not take up any other work for remuneration (part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any trade or business, during your employment with the Company. This restriction applies whether or not the other activity is of a similar nature to or competes in any material respect with any of the businesses of the Company.

9.2. You will not seek membership of any local, public or political bodies or undertake any other

business, assume any public office, honorary or remunerative, without the specific written permission of the HR Head. In the event of your becoming member of any local or public or political bodies or undertaking any business, assuming any public office without following due process as prescribed by the Company, you shall be deemed to have contravened the terms and conditions of employment and the Company reserves the right to take appropriate action as it deems fit including forthwith terminating your contract with the Company.

9.3. In case you join or are transferred to the Financial Markets vertical, you may be required to disclose the details of Demat / Trading account(s) held by you and your family members to meet the compliance requirements of the client.

10. Non – Disclosure

10.1. You hereby agree to sign and enter into a Non-Disclosure / Confidentiality Agreement on your date of joining or at any time thereafter in the format prescribed by the Company. You further agree that you shall keep the Company's Confidential Information (as defined in the Non-Disclosure / Confidentiality Agreement), whether or not prepared or developed by you, in the strictest confidence.

10.2. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and the Company will automatically be indemnified against any breach thereof.

11. Non-Solicitation of Employees and Clients and Non-Compete

11.1. During your tenure with the Company, thereafter immediately following the termination of your contract / end of the Program with the Company for any reason, you shall not:

- Undertake and ensure that directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment with the Company.
- Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company.
- Join the services or be associated with any former employee of the Company who is undertaking any activity competing with the business of the Company.

12. Jurisdiction

In case of any dispute or difference arising out of or under this contract, resulting into any proceeding before any Authority, Courts etc. in respect of this contract, the same will be subject to the jurisdiction of Mumbai.

13. Applicable Company rules and regulations

You will be governed by the Company's rules and regulations and practices as enforced from time to time on matters whether specified herein or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. Company's decisions on all such matters shall be final and binding on you

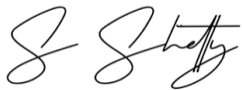
14. Change in Terms and Conditions of your employment

The Company reserves the right to change the terms and conditions of this letter, which would be intimated to you either through changes in the Company's policies or through an amendment to your Contract, or through other means of communication, which would purport to amend the said terms of your Contract.

Your Apprentice appointment is contingent upon successful completion of background check; documents submitted by you will be sent for necessary verification and authentication to the background verification agency.

If the terms and conditions offered herein are acceptable to you, please return the acceptance copy to the undersigned, duly affixing your full signature on the last page and initials on the remaining pages.

Regards

A handwritten signature in black ink, appearing to read 'S Shetty', with a stylized flourish at the end.

Offered By: Sagar Shetty

Designation: Program Manager– Human Resources

ANNEXURE I**Stipend and Benefits Applicable During the Contract Period****1. Stipend**

Your stipend will be Rs. 18,323 per month for the duration of your training. This stipend is comprehensive and all-inclusive, and hence it shall be deemed to include all the liabilities of the Company.

The Company will deduct taxes or statutory payments from the stipend, as prescribed by the law of this country from time to time.

2. Benefits**2.1 Group Medical Insurance**

- You are eligible for a floater medical insurance cover of INR 100,000 which covers your spouse, up to 2 children and yourself.
- The insurance is inclusive of pre-existing disease cover from the date of joining.
- You may also opt for an additional cover for your family, including your spouse, up to 2 children and parents / parents-in-law, post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.

2.2 Group Personal Accident Insurance

- You are covered for an amount of INR 300,000 under the Group Personal Accident Insurance Policy.
- The policy covers disablement (temporary and permanent both) and death caused due to accidents.

2.3 Life Insurance

You are covered by a term life insurance cover of INR 500,000 under the Group Life Insurance Cover Policy

2.4 Transport

The Company offers subsidized transport to all its employees, basis the local transport policy. Should you wish to avail it, an amount of INR 1,400 will be deductible from your fixed stipend every month.

**Offered By: Sagar Shetty****Designation: Program Manager – Human Resources**

Accepted by: _____

(Name and Signature)

Date:

3rd Floor, GLT-1, Plot No. 25A, Raheja
Woods Bldg. No. 4, River Side, West
Avenue, Kalyani Nagar Pune - 411006

Tel: 1800 2100 323
www.topsourceworldwide.com
CIN: U72200PN2003FTC017797

Ref:tops/2/49/167

Apr 17, 2023

To
Hrutwik More
C-6 Omkar Park Phase-2 Rajmudra Housing Society Dhankwadi Pune
Near Rajmudra Ganesh Mandir Dhankwadi Pune
Pune- 411043

Dear Hrutwik More,

Sub: Offer Letter

With reference to your application and further to the interviews with us, we have pleasure in offering you employment with us as under the following terms and conditions:

1. Your appointment details

Designation: Quality Analyst
Department: Payroll-QA
Business Unit: Domestic - India
Date of joining: Apr 17, 2023

2. Compensation package and benefits

i) Compensation

Your total Cost to Company is Rs.2,40,000 per annum (Two Lakh Forty Thousand Rupees Only). The break-up of your compensation package is given in **Annexure I**.

ii) Benefits

After three months of your joining you will also be entitled for Insurance Coverage which comprise of Personal Accident Insurance for Rs, 1,00,000/- and Personal Medical Insurance for Rs, 1,00,000/- respectively. The terms and conditions of the insurance are as stipulated by the company's insurance provider.

Please note that the salary structure of the Company may be altered/modified at any time without prior notice and your remuneration package may accordingly be altered, modified from time to time. Further, salary, allowances and all other payments/benefits will be governed by the Company's rules as well as statutory provisions in force from time to time and subject to deductions of appropriate taxes at source. Please also note that your remunerations package is confidential between you and the company and should not be discussed with anyone.

3. Probation period

You will be on probation for a period of **three months** from the date of joining. During the probation period, your performance will be observed to determine your suitability to the Company. In case, your performance is found below our expectations, then the Company is entitled to extend the period of probation or may terminate your services forthwith or take any other action at its discretion. Upon successful completion of three months from your date of joining, your services will get confirmed automatically, unless specifically informed in writing.

During the probation period or any extended period thereof for any reason, your appointment can be terminated by any of the parties, by giving 15 days notice or pay in lieu of notice, and further the company may at its sole discretion, waive the whole or part of the notice period without any compensation.

4. Termination & Notice Period

After the confirmation of services, either party will be at liberty to terminate this appointment by giving 90 days notice or pay in lieu of notice. The services can also be terminated without any notice or pay in lieu thereof provided:

- The management finds that the particulars supplied by you either in the application forms or at the time of interview are incorrect.
- If, at any time, in the opinion of the Company, which shall be final, you become insolvent or are found guilty of dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission or of any other conduct considered by the company as detrimental to its interests or violation of one or more terms of this appointment.

Not with standing the foregoing, the Company, may, at its discretion, waive its right to notice.

5. Salary review

Salary review is done once in a year, based on your performance, as per our Annual Appraisal cycle, which is October to September.

6. Working hours

- You are required to work atleast eight and half (8½) Hours on every working day, lunch/tea breaks.
- You will be required to work full day from Monday to Friday and Saturday halfday

7. Job Responsibilities

You will carry out the duties and responsibilities as assigned to you by your superiors from time to time. An indicative list of your job responsibilities is available in for your reference.

8. Travelling expenses

When travelling on the Company's business away from the normal place of employment, you will be reimbursed all allowable expenses as per the policy described in the Employee Handbook. The travel and other policies may be amended from time to time. For the latest copy, you will need to refer to the Intranet section on Portico.

9. Leave

You shall be entitled to leave in accordance with the Company's **Leave Policy** as published by the Company from time to time.

10. Physical Fitness

This offer letter is valid provided a certified medical professional grants you a medical fitness certificate to undertake full time employment. The original medical certificate needs to be provided on the day of joining. The appointment and its continuance are subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination if and when considered necessary

11. Transfers

- Your current posting will be in **Pune, India**. However TopSource reserves the right to transfer and/or utilize your service in any of its offices / work sites / affiliated on the same terms and conditions as applicable to you at the time of transfer, in any part of India or aboard
- In the event that you are given an overseas posting you will be required to sign an additional offer of employment / secondment which will be read in conjunction with this offer.

12. Retirement

Retirement age as per current policy is **60 years** of age or on your becoming incapacitated earlier from carrying out your duties, of which the Company shall be the sole judge.

13. Confidentiality

- During your employment with the company you will, at all times, observe secrecy in respect of any technical, trade or business documents, customers names/ business details or any other information that might come to your knowledge or possession, which according to the company are necessarily confidential and form valuable property of the company. You shall not discuss nor cause the discussions of any such data in any manner whatsoever. You will also be responsible for the protection and furtherance of the company's best interest at all times, including after you cease to be on the company's role. In addition in the event of your leaving the companies services, you are expected not to take up employment or enter into any type of business/ commercial association with any of the companies client or their associates for a period of two year from the date of employment.

- You are to treat as strictly confidential the affairs of TopSource and its customers and/or any information that may come to know during the course of your employment with TopSource, the divulgence of which to any one outside the company might prove detrimental to the interests of TopSource in its opinion. Breach of this condition on your part will entitle TopSource to immediately terminate your employment. You will be required to sign a Non-Disclosure agreement, which is attached to this letter. You may also be required to sign similar non-disclosure agreements with the customers of TopSource during the course of your employment.

14. Nomination of legal heirs

On your joining, you will be required to fill in the Provident Fund Forms and Nomination Forms. In case of any change in the nomination due to changes in circumstances or any other reasons, you should inform the same to the Company immediately

15. Jurisdiction

Your employment will be governed and construed in accordance with the laws of India. The jurisdiction concerning any dispute arising out of your employment with the Company, shall be exclusively with the Pune courts.

16. Other service conditions

- You are strictly prohibited from bringing any unauthorized / infringed copies of software on to the office premises, from any external sources or copying software on the system to another which may include any violations of the provisions of the Copyrights Act.
- You will devote your full time to the work of TopSource and shall not undertake any direct / indirect business or work, honorary or remunerative except with the written permission of the company.
- The Company reserves the right to terminate your services without any compensation or notice thereof, if you are found to be in moral breach of your responsibilities, or following a code of conduct, not in line with the Company's guidelines and values, or if any information provided by you is at any time, found to be false, or if you are in contravention of the terms of this letter or in the opinion of the Company you have committed any misconduct.
- Upon termination of your employment, you will return to the Company all documents/ floppies/ CDs and any other article and/ or copies thereof belonging to the Company, which may at the time be in your possession.
- Every employee shall be entitled to payment of compensation in the case of injury by industrial accidents including certain occupational diseases arising out of and in the course of employment resulting in death or disablement as per the Employee's Compensation (Amendment) Act, 2016.
- You will forthwith inform TopSource of any changes in your residential address or civil status.
- You shall not seek election to any legislation or any local body without the prior specific permission from the Company in writing.
- You shall follow the work timings, leaves and holidays as applicable to your business unit.
- You will adhere to the Company policies and to such other rules and regulations that may be drawn up and enforced by the Company from time to time. Please refer to the Employee Handbook, Leave policy and the other company policies for clarification on any questions that you may have. The latest copies of the policies can be found on the Intranet section on Portico.

- To enable work from home, we have issued company assets such as laptop / desktop / mobiles/ VOIP phones and accessories to many of us
- We request that you take certain basic measures at home to limit the exposure to theft of these company assets.
- Please ensure that you do not leave equipment issued to you in unsecure rooms or provide access to anyone else.
- Once your use of the equipment is done, please ensure that the asset is in working order and available to be collected and re-assigned.
- If the assets is not made available for return, the company is authorised to make appropriate deductions from your salary.
- Due to the current unprecedented situation, we need to ensure that our homes are safe for business and working from home.
- It is the policy of the Company to perform the background check for all the employees. Accordingly, this appointment is subject to your background check being cleared successfully.
- At the time of joining you are requested to submit copies of your academic certificates, previous employer's relieving letter and salary slip, passport, pan card and 4 photographs.

We look forward to your fruitful association and participation in our Company.

Please return the duplicate of this letter, duly signed, in token of acceptance of the terms and conditions of employment. Kindly note that if you fail to join on your agreed date of joining, the offer letter stands cancelled, unless specifically agreed by the Company.

Yours sincerely,

For **TopSource Infotech Solutions Pvt. Ltd**



Sachin Disa

India Centre of Excellence Operations Leader

I accept the offer on the stipulated terms and conditions and shall join TopSource
On Apr 17, 2023

Signature _____

Date _____

Name Hrutwik More

ANNEXURE I:**Break-up of Compensation Package****Name:**Hrutwik More**Designation:** Quality Analyst

Particulars	Amount (Rs) (Monthly)	Amount (Rs) (Annually)
A) Gross Payments		
Basic	11,000	1,32,000
HRA	4,273	51,276
Bonus	2,200	26,400
Total(A)	17,473	2,09,676
C) Retirement Benefits		
Employer ESIC	568	6,816
Gratuity	529	6,348
Total(C)	1,097	13,164
D) Annual Components		
Employer PF	1,430	17,160
Total(D)	1,430	17,160
Total Gross CTC (A + C + D)	20,000	2,40,000

- a. After three months of your joining you will also be entitled for Insurance Coverage which comprise of Personal Accident Insurance for Rs 1,00,000/- and Personal Medical Insurance for Rs, 1,00,000/- respectively. The terms and conditions of the insurance are as stipulated by the company's insurance provider.
- b. Gratuity amount will be paid as per the Payment of Gratuity Act, 1971.
- c. All amounts are in Indian Rupees and are indicated in monthly terms.

Offered by:**TopSource Infotech Solutions Pvt. Ltd**


Sachin Disa
India Centre of Excellence Operations Leader

Accepted by: Hrutwik More

Date: 15th June 2023

Samiksha More

Sub.: Consultant Offer Letter

Dear Samiksha,

We are pleased to offer you the position of '**Consultant**' with our client **Wolters Kluwer (India) Private Limited.** at **Pune** on the mutually agreed terms and conditions. You are requested to join the services of **Wolters** on **3rd July 2023**. Your contract will be valid till **29th December 2023**.

The monthly fee shall be **Rs. 40,000/- (TDS Deduction as applicable)**

Please bring the following documents on the day of joining:

- Educational Certificates
- Signed copy of updated Resume
- Cancelled cheque of savings bank account (in case employee wants to retain the existing A/c)
- 4 Passport size photographs
- Copy of PAN Card
- Proof of Address (Voter ID, Passport, Aadhar Card, Driving License etc.)
- Copy of Aadhar Card

This letter of offer is issued to you on the presumption that the particulars furnished by you in your application are correct.

Please reply with your acceptance of the offer within 48 hours of the receipt of offer. In case you fail to reply, this offer shall stand withdrawn after 48 hours.

In case of any queries, feel free to contact the undersigned. Best Wishes,

In case of any queries, feel free to contact the undersigned.

Best Wishes,

For PersolKelly India Pvt. Ltd



Devika Yadav

Country Leader, Staffing Solutions (Non IT)



ECONOMY • EXCELLENCE • ETHICS

MERINO INDUSTRIES LIMITED

CIN: U51909WB1965PLC026556

GST No.: 07AAACC9186C3ZN

70, KLJ Complex, 2nd Floor
Moti Nagar, New Delhi - 110015, India

P 011 - 45557000

E merinodelhi@merinoindia.com

W www.merinoindia.com

MIL/MN/HR/2023

Date:

Ankush Mule
Bachegaon
Jalna - 431209

Subject: Letter of IntentDear Ankush,

Congratulations!

It gives us pleasure to inform you that you have been selected for the position of "Sales Trainee" (Level – Executive) in our organization, under the terms and conditions as per Annexure attached and agreed between us. Detailed appointment letter shall be issued to you on your joining with us.

You shall have to submit the final marksheet & diploma/ degree certificate stating the completion of the curriculum as & when it is made available by your Institute.

We expect you to join us or before 4th September 2023

Kindly carry the following documents on the day of your joining.

- Two Passport size color photographs
- Photocopy of all education credentials (10th onwards)
- Photocopy of PAN (if applicable) and Aadhar card

You are requested to report at Mumbai Office for joining and induction/ training program. You will be provided with a hotel/ guest house accommodation for initial period of 15 days after which you will be required to make your own arrangements. Your final place of posting can be anywhere across India and will be based on position & role availability and the same shall be communicated to you post completion of your 03 months' induction/ training program.

Please note that your candidature application will be verified by Background Verification Agency, subject to the clearance of the same we will issue you the appointment letter.

In Case of any help & support required, kindly reach out to Ujjwal Vishal (Mob: +91 8286047412)

We look forward to your joining and a long and mutually fruitful association with Merino!

Yours Sincerely,
For Merino Industries Limited


Ravi Chopra
Group Chief HR Officer

Annexure

Employee Name: Ankush Mwe
 Designation: Sales Trainee
 Date of Joining: 11th September 2023

Compensation Details

Component	Amount	Component (Deductions)	Amount
Basic	22,744	Employee Contribution to PF	1,800
HRA	11,372		
Other Allowance	341		
Gross Salary	34,457	Total Deduction	1,800
Statutory Contribution:			
Employer Contribution to PF	1,950		
Gratuity*	1,093		
Monthly CTC	37,500	Net Salary	32,657
Annual CTC			4,50,000
Retention Bonus (50% to be paid upon completion of 12 months & balance 50% upon completion of 24 months)			1,00,000

Key Notes:

- Sales Incentive will be applicable over and above the mentioned compensation post successful completion of your induction/Training programme & will be based role & as per company policy.
- You shall also be entitled to company paid Mediclaim Insurance and GPA Insurance as per company policy.
- Gratuity will be paid as per Payment of Gratuity Act
- Other statutory amounts shall be adjusted from above, as applicable.
- You shall be on probation period for 12 months from the date of your joining & will be confirmed as Executive Sales.
- Your next salary revision shall be based on your successful completion of probation period & subject to your performance evaluation.



Date: 10th September 2023

To,

Mr. Sanket Mule

Address: PLOT NO. 16 MEHRUN GULAB BABA COLONY JALGAON 425001

Mobile: 8805374481/ 9175011755

Email ID: smule0718@gmail.com

Dear Sanket,

Crave InfoTech & Consultancy Services Pvt. Ltd. (The "Company") hereby confirms your Association with Company as **Inside Sales Executive** reporting to the respective reporting manager in Crave InfoTech. Your roles and responsibilities are listed in **Annexure I** on the following terms and conditions:

Compensation: Your annual CTC will be **INR 400000/- (Rs Four Lakh Only)** including variable pay of **INR 40000/- (Rs Forty Thousand Only)** as per the details given in the attached Annexure I. This amount is the total Cost-to- Company that will be allocated amongst base salary, allowances, bonus, medical and deductions (Provident fund contribution, Professional Tax and TDS based on the tax slab)

Benefits: As a regular employee of the Company, you will be eligible to participate in the Company's standard employee benefit package. You will be eligible for vacation benefits per company's vacation policy. Your base work location will be **Pune, India**

Probationary Period: You shall initially be under probation for a period of **3 months** from the date of your joining which may be extended in case there is performance issue.

During the tenure of your service with the Company, you are prohibited from undertaking any other employment whether on a full or part-time basis and from engaging in any trade or business or contract or avocation or honorary work anywhere, without the prior permission of the Company. Contravention of this condition will result in termination of your services with the Company without any notice.

- 1) This agreement shall be effective on the first day of association after completion of registration process, and will continue unless sooner terminated in accordance with paragraph 7. We will advise of the joining date when these processes have been completed and establish a start date.
- 2) Associate agrees to devote his or her best efforts to provide services under this Agreement to Client(s) of Company ("Clients") on behalf of Company, in accordance with the Company's reasonable directives as communicated to him/her from time to time. During the term of this Agreement, Associate may engage (with prior written approval of the company) in other business or professional activity provided it is not done during his or her/her normal working hours with Company or at Company or any Client's place of business or with use


Crave InfoTech & Consultancy Services Pvt. Ltd.

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MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

of any personnel of Company or Client(s), provided also that such activity does not compete or conflict with Company or any Client(s) business.


- 3) Any information, including but not limited to information relating to the business, marketing plans and policies of the Company, its Clients, or affiliates of either, supplied to associate by the Company, its Clients or affiliated, (either directly or indirectly and in whatever form) or developed by Associate in carrying out services under this Agreement shall be deemed to be confidential and proprietary and the property of the Company and its Clients with the exception of information which was already known to associate at the time received by associate from the Company, its Clients or its affiliates (either directly or indirectly), provided Associate delivers conclusive written evidence of such prior knowledge to the Company within 90 Days (Ninety Days) after the information was disclosed to Associate. Not with standing anything to the contrary contained in this agreement, this agreement in no way limits the obligations of Associate as to confidentiality and proprietary rights under any earlier agreement with the Company, its Clients or its affiliates. Associate agrees to execute or otherwise acknowledge any non-disclosure or similar agreement, which any Client requires of Company or its representatives.
- 4) During and after the term of this Agreement, Associate agrees not to use the confidential and proprietary information described in Paragraph 3 for any purpose other than in furtherance of services under this Agreement and not to disclose such information to any third party without the prior written consent of the Company, its Clients or its affiliates, as appropriate. Associate agrees to return all such confidential and proprietary information to the Company, including, but not limited to, records, memoranda and reports, together with all photographic copies, handwritten notes, excerpts or other copies thereof promptly after request by the Company, or, in any event, promptly upon termination of this agreement.
- 5) You will be entitled for provident fund or any other benefits or perquisites as per the HR rules of the company. Income tax and any other taxes levied by the Government of India from time to time, if and when applicable, will be deducted at source from salary. The salary shall be payable every month, by 7th day of the next month.
- 6) Associate acknowledges and agrees that their salary and benefits package is confidential and is not to be discussed with anyone, i.e. client, immediate supervisory or manager and fellow Associates both, and/or Client's, at any time while in the Association of the Company. Discussing any confidential information will be grounds for immediate termination.
- 7) This Agreement may be terminated by either party upon **90 Days** (Ninety days) written notice (including probation period). In the event of termination, and not withstanding any other provision in this Agreement, fees will be paid by the Company only for work or services completed prior to the termination date. If Associate decide to terminatethis agreement before the end of the notice period then he will be liable to pay the penalty equal to the salary of the notice period not served or the damage caused to the company and its clients due to the early termination, whichever is higher. This Agreement may be terminated by Company without notice for cause, including without limitation, a breach of this Agreement or a failure to follow reasonable directives of Company. While on deputation to client project and client gives notice on basis of performance or any other ground then it will be considered as notice form Company as well.
- 8) You may be required to travel within or outside Pune, as per requirements of the work and will be reimbursed for the traveling expenses incurred for office work, as per the company rules. In addition, you shall be reimbursed all expenses such as local conveyance, stationery, telephone etc. which are incurred for the work of the company as per the company travel policy.

Crave InfoTech & Consultancy Services Pvt. Ltd.

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MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

- 9) You shall devote your entire time and attention to the work assigned to you in the course of your Association and will be prohibited to take up any other job or work while you are in Association with the Company.
- 10) Associate shall not disclose/discuss Client names, nature of services performed, or any information developed for Company and/or its Clients, to any one or more third parties, verbally or in writing or in any other form of communication.
- 11) You are expected to follow and maintain the normal code of conduct and working hours. You shall not disclose/leak any information/documents gathered or acquired by you in the course of Association relating to the office work, employer or the Company to any outsider or any unauthorized parties. You will preserve strict confidence about all matters relating directly or indirectly to your work.
- 12) Transferability: You will be **based in Pune office** but you may be transferred at any of the establishments of the Company and your service will be subject to inter establishment transfers temporarily or permanently.
- 13) Hours of Work: You will observe such hours of work, weekly or other holidays as may be observed by the Company office in which you are placed from time to time.
- 14) Associate shall have no authority or capacity to bind the Company, its Clients or affiliates or to act on their behalf, unless authorized to do so in writing by Company.
- 15) Any discovery or invention by Associate arising who partly out of performance of the services hereunder shall be the sole and exclusive property of the Company and shall be disclosed immediately in writing to the Company by Associate. Associate agree, if requested by the Company to assist the Company and/or its Clients, at the Company's or Client's expense and on the Company's or Clients behalf, in the procurement, assignment and protection of the Company's or Client's rights relating to such discovery or invention, including but not limited to the prosecution and assignment of any intellectual property rights relating thereto.
- 16) Associate agrees that during the term of this Agreement and with respect to all interaction with Company's Clients, Vendors and other business associates; Associate will represent himself/herself as a Professional and will conduct himself/herself in compliance with this Agreement and in the best interest of the Company's business.
- 17) Associate understands and agrees that Company has invested substantial time and effort in securing and training Associate and matching Associate with Client. Associate recognizing that irreparable injury will result to the Company and its business in the event of breach of this Agreement, in addition to any other remedies and damages available, the Company shall be entitled to an injunction restraining further violation of this Agreement by Associate, his or her/her partners, agents, employers, Associates and all other persons acting foror with him/her.
- 18) Compensation paid to Associate shall be net of TDS (Tax Deduction at source) based on tax regulations. And will be subject to review/approval of company CA.
- 19) A waiver by either party of any term or condition of this Agreement in any instances shall not be deemed or construed to be a waiver of such term or condition for the future, or of any subsequent breach thereof. All rights, remedies, undertakings or obligation contained in this Agreement shall be cumulative and none of them shall be in limitation of any other right, remedy, undertaking or obligation of either party.

Crave InfoTech & Consultancy Services Pvt. Ltd.

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MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

- 20) If any of the restrictions on post-Association competitive activities contained in this Section shall for any reason be held by a court of competent jurisdiction to be Excessively broad as to duration, geographic scope, activities of subject, such restrictions shall be automatically reformed or such restrictions shall be construed so as thereafter to be limited or reduced to be enforceable to the extent compatible with the applicable law as it shall then appear; it being understood that by the execution of this Agreement the parties here to regard such restrictions as reasonable and compatible with their respective rights.
- 21) If and to the extent that any court of competent jurisdiction holds any provision of this Agreement to be invalid or unenforceable in a final non- appealable order, such holding shall in no way affect the validity of the remainder of this Agreement.
- 22) Any notice given to a party under or in connection with this Agreement shall be in writing and shall be personally delivered or deposited in the Indian postal service mail, postage prepaid, by certified mail and return receipt requested, to the party at the address mentioned in the footer of the letterhead (to the company) and at the address mentioned at the beginning of the agreement (to the associate/employee).
- 23) This Agreement shall be governed by and construed in accordance with the law (other than the provisions relating to conflicts of laws) of Pune, India.**
- 24) This letter contains the entire Agreement between Associate and the Company with respect to the transactions contemplated herein, and supersedes all previous written or oral negotiations, commitments, and understandings. Its terms shall not be altered or otherwise amended except pursuant to an instrument in writing signed by each of the parties hereto and making specific reference to this letter. Notwithstanding the foregoing, the obligations of Associate under any existing non-disclosure or confidentiality agreement with the Company and its Clients shall continue.
- 25) After termination of Agreement, Associate agrees that he or she/she will not, directly or indirectly(through partners, agents, employers, Associates or any other persons acting for Associate) during Association with Company and for a period of two (2) years after Association with Company is terminated, solicit, contact, consult with or accept Association from or otherwise do any competitive business with any individual, firm or corporation, partnership, organization or association who was a customer or Client of Company for which Associate was working on behalf of Company and Crave competitors.
Notwithstanding the fore going, Associate's obligations under this Section shall not apply to direct-hire opportunities that are negotiated by and between Company and its Client, on behalf of the Associate.
- 26) In the event that Associate violates the provision of the foregoing anti- competition covenant, the Parties agree that the Associate shall pay to the Company, as liquidated damages for the breach, the sum of Rupees 1000000 (INR Ten lacs) If the breach occurs during the first 12 months of the two year non- competition period and the sum of Rupees 500000 (INR Five lacs) if the breach occurs during the second 12 months of the 2 years period.
- 27) Insurance- Medical insurance as per company policy will be provided.
- 28) If at any time during your employment you are found guilty of misconduct or any wilful breach or continuous negligence of the terms of this Annexure to Appointment Letter or the rules of dereliction of duties or instructions given to you by the company from time to time, the management may terminate your employment with the company. You will be deemed to be responsible for such termination by your misconduct compelling the management to dismiss you from service and shall, therefore, continue to be liable for all losses and damages to the management.

29) At the time of your release from service by retirement, resignation, termination, dismissal or for any other reason, you shall produce, no-due certificates from all applicable departments of the company, for having duly accounted for all monies and advances from the company, outstanding payment collection, the return of all company store and other materials, I.D. cards, company stationery, catalogues, manuals, literature etc. and movable and immovable properties such as motor vehicles and residential premises belonging to the company. On your acceptance of the above terms and conditions, please return the duplicate copy of this letter signed by you.

30) Please be advised that Crave InfoTech & Consultancy Services Private Limited requires that its policies and procedures are followed very strictly. Confidentiality is one of our principal policies. Your compensation information including salary, salary adjustments and related information are Crave InfoTech & Consultancy Services Pvt Ltd confidential information. You shall not share this information with co-workers and/or anyone inside Crave directly or indirectly by any means (verbal or written etc.). In the event of violation of this policy and if the company gets information that leads it to believe you have shared any such information, you may be subjected to disciplinary action up to and including immediate termination with no benefits. Crave InfoTech & Consultancy Services Pvt Ltd appreciates your interest in our company and welcomes you on board!

Please indicate agreement to the above terms by signing and returning the enclosed duplicated original of this Letter Agreement.

For Crave InfoTech & Consultancy Services Pvt. Ltd.

Employee/Associate

Manager - HR
Date: 10/09/2023

Agreed to and accepted this
Date: 10/09/2023

Crave InfoTech & Consultancy Services Pvt. Ltd.

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Annexure I

Mr. Sanket Mule has been appointed by Crave InfoTech and Consultancy Services Pvt. Ltd. to perform the role as **Inside Sales Executive**. The working hours will be determined by the management as per the company requirement.

Responsibilities:

Your KPI's and KRA's are listed below. Please note these may change on an annual basis.

Cost to Company Breakup (Per Annum in INR):

Salary Components	Details	Monthly	Yearly
Fixed Component- A			
Basic Salary	40% of CTC	12000	144000
House Rent Allowance	40% of Basic Salary	4800	57600
Conveyance	Rs 1,600 / Month	1600	19200
Medical Reimbursements	Rs 1,250 / Month	1250	15000
Internet allowance	Rs 1000/ month	1000	12000
Employer's Contribution to PF	P.F. (As per government rule)	1440	17280
Special Allowance	Balancing Figure	7910	94920
Gross Earning		30000	360000
Variable Component - B			
Annual Bonus	Paid as per individual contractual agreement	0	0
Performance Bonus	Paid as per individual contractual agreement	3333	40000
Allowance	Paid as per individual contractual agreement	0	0
Total Annual CTC		33333	400000
Deductions			
Total Contributions to PF	PF (As Per Government Rule)	2880	34560
Gratuity	As per the Gratuity Act	577	6923
Professional Tax	PT (As Per Government Rule)	208	2500

Please Note - Take Home salary is subject to PF, PT, TDS & Other Required Deductions as per Government Rules

Crave InfoTech & Consultancy Services Pvt. Ltd.

Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

Start date: 11/09/2023

Notice period: 90 Days

***As a standard procedure, we request you to use your own system/laptop for company use w.e.f. your date of joining.**

***This agreement of services is valid subject to submission of all required documents & authenticity of the provided documents.**

Confirmation of Agreement

For Crave InfoTech & Consultancy Services Pvt. Ltd.

Employee/Associate

Manager - HR
Date: 10/09/2023

Agreed to and accepted this
Date: 10/09/2023

Crave InfoTech & Consultancy Services Pvt. Ltd.

📍 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

- **PAN Card No.:** - ETHPM5369E
- **Date of Birth:** 26/12/1998
- **Address:** PLOT NO. 16 MEHRUN GULAB BABA COLONY JALGAON 425001
- **Contact Details:** 8805374481/ 9175011755
- **Name of Nearest Relative with contact details:** Sachin Mule, Brother, 9822846497



ACE PRIME INFRA PRIVATE LIMITED

Icc Trade Tower, 1st Floor, A Wing 105
S B Road, Shivaji Nagar, Pune.

334

Pay Slip for October-2023

Abhijeet Naik

Employee Number	:		Tax Regime	:	Regular Tax Regime
Function	:	SALES	Income Tax Number (PAN):	:	
Designation	:	Assistant Sales Manager	Universal Account Number (UAN):	:	
Location	:	PUNE	PF account number	:	
Bank Details	:	50100617757021, HDFC Bank (India), PUNE	ESI Number	:	
Date of joining	:	10-Jun-23	PR Account Number (PRAN):	:	

Earnings	Amount	Gross Salary	Deductions	Amount	Gross Salary
Basic Pay	16,000.00		Professional_ Tax.	200.00	
HRA	8,000.00		W/L	25.00	
Conveyance	1,900.00		PF	1,800.00	
Other Allowance	6,100.00				
Total Earnings	32,000.00		Total Deductions	2,025.00	
			Net Amount	₹ 29,975.00	

Amount (in words):

for ACE PRIME INFRA PRIVATE LIMITED

INR Twenty Nine Thousand Nine Hundred Seventy Five Only

Authorised Signatory

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIAL

Date: 12/29/2022

Atharva Mahesh Naik
Near Bora Hospital,
Pune, 411002

Subject: Offer Letter

Dear Atharva Mahesh ,

In reference to your application and subsequent discussions, we are pleased to offer you the position of Senior Sales Manager - Agency Sales, Agency in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC).

1. You shall be based at **Pune-1**.
2. You will report to **Ranjoy Rajkumar Basu**.
3. The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by 12/30/2022. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- a) Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- b) Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.

Authorized Signatory

310571100572Atharva Mahesh Naik/21036

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

ANNEXURE A: CTC Break Up			
COMPENSATION BREAK UP SHEET			
Date: 12/29/2022			
Name:	Atharva Mahesh Naik		
Department:	Agency Sales		
Designation:	STM		
Band:	GB2 A		
Location Code:	Pune-1	Location: Pune-1	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	6,500.00	78,000.00
2	Minimum HRA	1,200.00	14,400.00
3	Conveyance Allowance	2,000.00	24,000.00
4	Telephone Allowance	2,000.00	24,000.00
5	Statutory Bonus	1,300.00	15,600.00
6	Flexible Benefits	9,907.00	118,884.00
7	Company's Provident fund contribution	1,800.00	21,600.00
8	Gratuity as per the Act	313.00	3,756.00
9	Total Fixed	25,020.00	300,240.00
	Total Fixed CTC in Words	300,240.00(three lakh , two hundred & forty only)	

31/02/2023/Atharva Mahesh Naik/21636

Bajaj Allianz Life Insurance Company Limited

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LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Mediclaim policy. The company shall subsidize the annual premium as per policy. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.
7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company
8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company

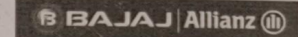
14/08/2016 15:57:21 Aharva Mahesh Nolk/21030

Bajaj Allianz Life Insurance Company Limited

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Amolk

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

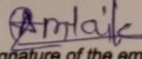
Background Verification Form
Letter of Authorization
Declaration and Authorization by the Candidate
 To whom it may concern

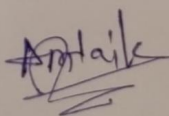
I understand that Bajaj Allianz Life Insurance Company Limited may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications. I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references. I authorize, without reservation, any individual, corporation or other private or public entity to furnish Bajaj Allianz Life Insurance Company Limited and the outside background agency all information about me.


I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to Bajaj Allianz Life Insurance Company Limited and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested. I hereby confirm that, the below information is correct to the best of my knowledge and I understand that any misrepresentation or discrepancy noted in regards to me and/ or any other disclosures made by me, company shall have complete right and authority to take necessary disciplinary action against me as deemed necessary, including immediate termination of my services and employment, without any notice thereof.

Name in CAPITAL LETTERS: Atharva Mahesh Naik

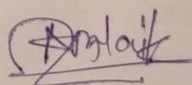
IMPORTANT: Copy of documents (as per "Documents Check-List") MUST be attached. Please enter your name as it appears in your Passport or PAN Card. Name change case : Kindly attach the name change Proof / Document		
Personal Details		
Full Name		Gender
Atharva Mahesh Naik		Male
Date of Birth (mm/dd/yyyy) :	Permanent Account Number :	Marital Status :
10/09/1999	AKKPN1039J	Single
Former Name(s) / Maiden Name (if applicable)		Date of Name Change(mm/dd/yyyy)
<u>First Name Middle Name Last Name</u>		(If Applicable)
Father's Name:		Mother's Name:
Mahesh Naik		Vandana Naik
<u>Spouse's Name : (First & Last)</u>		
Current Address: Near Bora Hospital,, 580, Ganesh peth, Pune 2, , Pune City, Pune, Maharashtra,		
Pin : 411002		
 <u>Signature of the employee:</u>		



 <p>EMPLOYEES PROVIDENT FUND ORGANIZATION</p> <p>Employees provident funds scheme, 1952 (paragraph 34 & 57) & Employees pension scheme 1995 (paragraph 24)</p>	<p>New Form No.11- Declaration Form</p> <p>(To be retained by the employer for future reference)</p> <p><u>Emp Code:</u> _____</p> <p>Company: Bajaj Allianz Life Insurance</p>
--	--

(Declaration by a person taking up employment in any establishment on which EPF Scheme, 1952 and /of EPS1995 is applicable)

1	Name of the member	Atharva Mahesh Naik
2	<u>Father's Name () Spouse's Name ()</u> (Please Tick Whichever Is Applicable)	Vandana Mahesh Naik
3	Date of Birth (MM/DD/YYYY)	10/09/1999
4	Gender: (male / Female /Transgender)	Male
5	Marital Status (married /Unmarried /widow/divorce)	Single
6	(a) Email ID: (b) Mobile No:	atharvanaik123456@gmail.com 8554874945
7*	<u>Whether earlier a member of Employees 'provident Fund Scheme 1952</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
8*	<u>Whether earlier a member of Employees 'Pension Scheme ,1995</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>



Amlaik

If response to any or both of (7) & (8) above is yes, MANDATORY FILL UP THE (COLUMN 9)											
9	a) Universal Account Number(UAN)						NA				
	b) Previous PF a/c No						AP	HYD	EST.CODE	EXTN	PF NO.
	c) Date of exit from previous employment (MM/DD/YYYY)										
	d) Scheme Certificate No (if Issued)										
e) Pension Payment Order (PPO)No (if Issued)											
10	a) International Worker:						Yes No				
	b) If Yes , State Country Of Origin (India /Name of Other Country)										
	c) Passport No										
	d) Validity Of Passport (MM/DD/YYYY) to(MM/DD/YYYY)										
KYC Details: (attach Self attested copies of following KYCs) **											
11	a) Bank Account No .& IFS code										
	b) AADHAR Number (12 Digit)						216166729995				
	c) Permanent Account Number (PAN),If available						AKKPN1039J				
UNDERTAKING											
1. Certified that the Particulars are true to the best of my Knowledge 2. I authorize EPFO to use my Aadhar for verification / e KYC purpose for service delivery 3. Kindly transfer the funds and service details, if applicable if applicable, from the previous PF account as declared above to the present P.F Account(The Transfer Would be possible only if the identified KYC details approved by previous employer has been verified by present employer 4. In case of changes In above details the same Will be intimate to employer at the earliest											
Date:12/29/2022 Place: Pune											
<i>Amlaik</i> <u>Signature of Member</u>											

Amlaik

DECLARATION BY PRESENT EMPLOYER

1. The member /Ms./Mrs **Atharva Mahesh Naik** has joined onand has been allotted PF Number.....

2. In case person was earlier not a member of EPF Scheme ,1952 and EPS,1995

- (Post allotment of UAN) The UAN Allotted for the member is NA
- Please tick the Appropriate Option:
- The KYC details of the above member in the UAN database
 - Have not been uploaded
 - Have been uploaded but not approved
 - Have been uploaded and approved with DSC

3. In case the person was earlier a member of EPF Scheme ,1952 and EPS, 1995:

- The above PF account number /UAN of the member as mentioned in (a) above has been tagged with his /her UAN/previous member ID as declared by member
- Please Tick the Appropriate Option
 - The KYC details of the above member in the UAN database have been approved with digital signature Certificate and transfer request has been generated on portal.
 - As the DSC of establishment are not registered With EPFO the member has been informed to file physical claim (Form13) for transfer of funds from his previous establishment.

Date: 12/29/2022

Signature of Employer With seal of Establishment

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FORM 2 (REVISED)

Nomination and Declaration form for Unexempted/Exempted Establishments

Declaration and Nomination Form under the Employees' Provident Funds and Employees' Pension Scheme
(Paragraphs 33 & 61(1) of the Employees Provident Fund Scheme, 1952 and Paragraph 18 of the Employees' Pension Scheme, 1995)

1. Name (in Block Letters) : Atharva Maresh Naik
 2. Father's/ Husband's Name : *maresh Arvind Naik*
 3. Date of Birth : 10/09/1999
 4. Sex : Male
 5. Marital Status : Single
 6. Account :
 7. Address : Near Bora Hospital,,
 580, Ganesh peth, Pune 2, , Pune City, Pune, Maharashtra
 Permanent : Near Bora Hospital,,
 580, Ganesh peth, Pune 2, , Pune City, Pune, Maharashtra
Temporary :
 8. Date of Joining : *28/12/2022*

PART- A (EPF)

I hereby nominate the person(s)/ cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees' Provident Fund, in the event of my death.

Name of nominee/no minees	<u>Address</u>	Nominee's relationship with the member	<u>Date of Birth</u>	Total amount of share of accumulation in Provident Fund to be paid to each nominee	If the nominee is a minor, name & relationship & address of the guardian who may receive the amount during the minority of nominee
1	2	3	4	5	6
Vandana Naik	<i>Pune</i>	Mother	09/29/1972	<i>100%</i>	

1. *Certified that I have no Family as defined in para 2(g) of the Employees' Provident Fund Scheme, 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled.
 2. *Certified that my father/mother is /are dependent upon

* Strike out whichever is not applicable.

Amalika

Signature or thumb impression of the subscriber

Amalika

PART B (EPS) (Para 18)

I hereby furnish below particular of the members of my family who would be eligible to receive widow/ children pension in the event of my death.

<u>S No.</u>	<u>Name and Address of the family member</u>		<u>Date of Birth</u>	<u>Relationship with member</u>
	<u>Name</u>	<u>Address</u>		
1.	Atharva Naik	580, Ganesh Peth	29/9/72	Mother
2.				
3.				
4.				
5.				

**Certified that I have no family as defined in para 2(vii) of Employees' Pension Scheme, 1995 and should I acquire a family hereafter I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly widow pension (admissible under para 162(a)(i) and

(ii) in the event of my death without leaving any eligible family member for receiving pension.

<u>Name and Address of the Nominee</u>	<u>Date of Birth</u>	<u>Relationship with member</u>
Vandana Naik	09/29/1972	Mother

Date :

**Strike out whichever is not applicable

Signature or thumb impression of the subscriber

CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed/thumb impressed before me by Shri/Smt./Kum..... employed in my establishment after he/she has read the entries/entries been read over to him/her by me and got confirmed by him/her

Place

Date

Signature of the employer or other Authorized Officers of the Establishment
Destination

Atharva Naik

FORM 'F'
[See sub-rule(1) of rule 6]
Nomination

To. [Give here name or description of the establishment with full address]

I, Shri/ Shrimati/ Kumari Atharva Mahesh Naik whose particulars are given in the statement below,
 hereby nominate the person (s) mentioned below to receive the gratuity payable after my death as also the
 gratuity standing to my credit in the event of
 my death before that a month has become payable, or having become payable has not been paid and direct that
 the said amount of gratuity shall be paid in the proportion indicated against the name(s) of the nominee(s).

1. I hereby certify that the person(s) mentioned is a / are member(s) of my family within the meaning of clause(h) of section (2) of Payment of Gratuity Act, 1972.
2. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said
3. (a) My father/ mother/ parents is / are not dependant on me
 (b) my husband's father/ mother/ parents is/are not dependent on my husband.
4. I have excluded my husband from my family by a notice dated the to the controlling authority in terms of the proviso to clause (h) of section 2 of the said
5. Nomination made herein validates my previous nomination.

Nominee (S)

Name in full with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion which the gratuity will be shared
Vandana Naik	Mother	09/29/1972	100%
NA	NA		NA
so on .			

Atharva Naik

Statement	
1. Name of employee in full	: Atharva Mahesh Naik
2. Sex	: Male
3. <u>Religion</u>	: Hindu-Beldar.
4. Whether unmarried/ married/ widow/	: Single
5. <u>Department / Branch / Section where employed</u>	
6. Post held with Ticket or Serial, if any.	: 28/12/22
7. Date of appointment	: Near Bora Hospital, 580, Ganesh peth, Pune 2,
8. Permanent address	
Pune City, Pune, Maharashtra	
<u>Village</u>	<u>Thana</u>
	<u>Sub-division</u>
	<u>Post Office</u>
<u>Place</u>	
<u>Date</u> 28/12/22	
	<u>Signature/ Thumb impression of the employee</u>
<p align="center">Declaration by witnesses</p> <p>Nomination signed/ thumb impressed before me.</p> <p><u>Name in full and full Signature of witnesses</u></p> <p>1. Soham Naik</p> <p>2. Vandana Naik</p> <p>1. S.M. Naik</p> <p>2. V.M. Naik</p> <p><u>Place</u></p> <p><u>Date</u></p>	
<p align="center">Certificate by the employer</p> <p>Certified that the particulars of the above nomination have been verified and recorded in the establishment.</p> <p>Employer's Reference No., if any</p> <p><u>Signature of the employer/Officer authorized</u></p> <p><u>Designation</u>.....</p> <p>Name and address of the Establishment or rubber stamp thereof.</p> <p><u>Date</u></p>	
<p align="center">Acknowledgement by the employee</p> <p>Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.</p> <p><u>Date</u></p> <p><u>Signature of the employee</u></p>	

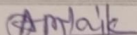
Signature

GROUP LIFE INSURANCE BENEFICIARY FORM

Beneficiary's Full Name: Vandana Naik

Relationship to You: Mother

Beneficiary's Date of Birth :(mm/dd/yyyy): 09/29/1972

Signature of the employee: 

E-Code -

*16902/198572/ - Anurag Mahesh Naik /21636

Bajaj Allianz Life Insurance Company LimitedRegd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 |
Fax: +91-20-66026789Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959



Date: 23/02/2022

Dear Venkatesh Naik,

GRITFIT is as ready as a trainer just before their class to onboard you on a journey of lifetime!

You would change the life of many by being our **Personal Trainer**.

We would now start the work-warm up before you actually "*bend it like Beckhams*" for us!! Meanwhile please review us & the formal offer as it shall have crucial information about how we shall compensate & benefit you on this roller coaster we call **#iamgritfit!**

GRITFIT graces only full-time positions for you as **Personal Trainer**, gearing up from **1st March 2022** at **GRITFIT, Sinhad Road**.

In this position, **GRITFIT** is offering to start you at Rs. **1,68,000** per annum with Monthly Incentives as per Company Norms and 10% Monthly TDS Deduction (Refundable).

We are out and out excited to have you as our arm in strength. We utterly hope that even you would relish your role & would smash the growth for both of us.

Committing to change lives & honour more **GRIT** in our endeavours!

Excitingly Yours,

Ajinkya Chavan

Founder & MD

GRITFIT

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIAL

Date: 04/11/2023

Mahadevi Shahu Naraynakar
 W/O Shahu Naraynakar, dhor galli, ta-north,
 Solapur, 413002

Subject: Offer Letter**Dear Mahadevi Shahu ,**

In reference to your application and subsequent discussions, we are pleased to offer you the position of Relationship Manager - PSF-NTB, Balic Direct in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

1. You shall be based at **Pune-1** .
2. You will report to **Pritam Jain**.
3. The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by 04/12/2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- a) Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- b) Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.
Authorized Signatory

322949/211265/Mahadevi Shahu Naraynakar/100518

Bajaj Allianz Life Insurance Company Limited

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 CIN: U66010PN2001PLC015959



Bajaj Allianz Life Insurance Co. Ltd.

ANNEXURE A: CTC Break Up			
COMPENSATION BREAK UP SHEET			
Date: 04/11/2023			
Name:	Mahadevi Shahu Naraynakar		
Department:	PSF-NTB		
Designation:	STM		
Band:	GB2 A		
Location Code:	Pune-1	Location: Pune-1	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,400.00	100,800.00
2	Minimum HRA	4,200.00	50,400.00
3	Conveyance Allowance	0.00	0.00
4	Telephone Allowance	2,000.00	24,000.00
5	Statutory Bonus	1,680.00	20,160.00
6	Flexible Benefits	10,308.00	123,696.00
7	Company's Provident fund contribution	1,800.00	21,600.00
8	Gratuity as per the Act	404.00	4,848.00
9	Total Fixed	28,792.00	345,504.00
	Total Fixed CTC in Words	345,504.00(Three Lacs forty five thousand Five hundred and four only)	

322949/211265/Mahadevi Shahu Naraynakar/100518

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Bajaj Allianz Life Insurance Co. Ltd.

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Medclaim policy. The company shall subsidize the annual premium as per policy. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.
7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company
8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company

322949/211265/Mahadevi Shahu Naraynakar/100518

Bajaj Allianz Life Insurance Company Limited

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CIN: U66010PN2001PLC015959



Background Verification Form
Letter of Authorization
Declaration and Authorization by the Candidate
 To whom it may concern

I understand that Bajaj Allianz Life Insurance Company Limited may use an outside agency to verify and validate the information I have provided including my employment, my personal background, professional standing, work history and qualifications. I understand that an outside background agency may obtain information it deems appropriate from various sources including, but not limited to, the following: current and past employers, criminal conviction records, school records, College records and professional and personal references. I authorize, without reservation, any individual, corporation or other private or public entity to furnish Bajaj Allianz Life Insurance Company Limited and the outside background agency all information about me.


I unconditionally release and hold harmless any individual, corporation, or private or public entity from any and all causes of action that might arise from furnishing to Bajaj Allianz Life Insurance Company Limited and the outside agency information that they may request pursuant to this release.

This authorization and release, in original, faxed or photocopied form, shall be valid for this and any future reports and updates that may be requested. I hereby confirm that, the below information is correct to the best of my knowledge and I understand that any misrepresentation or discrepancy noted in regards to me and/ or any other disclosures made by me, company shall have complete right and authority to take necessary disciplinary action against me as deemed necessary, including immediate termination of my services and employment, without any notice thereof.

Name in CAPITAL LETTERS: Mahadevi Shahu Naraynakar

IMPORTANT: Copy of documents (as per "Documents Check-List") MUST be attached. Please enter your name as it appears in your Passport or PAN Card. Name change case : Kindly attach the name change Proof.

Personal Details		
Full Name	Gender	
Mahadevi Shahu Naraynakar	Female	
Date of Birth (mm/dd/yyyy) :	Permanent Account Number :	Marital Status :
03/10/1993	AAYPN6899G	Single
Former Name(s) / Maiden Name (if applicable)	<u>Date of Name Change(mm/dd/yyyy)</u> <div style="border: 1px solid black; width: 100px; height: 20px; margin-top: 5px;"></div>	
<u>First Name Middle Name Last Name</u>	(If Applicable)	
Father's Name:	Mother's Name:	<u>Spouse's Name : (First & Last)</u>
Shahu Yamaji Naraynakar	Shalan Naraynakar	
Current Address: W/O Shahu Naraynakar, dhor galli, ta-north, solapur, Mardi, Solapur, , Solapur,		
Pin : 413002		
<u>Signature of the employee:</u>		

	EMPLOYEES PROVIDENT FUND ORGANIZATION	New Form No.11- Declaration Form
Employees provident funds scheme, 1952 (paragraph 34 & 57) & Employees pension scheme 1995 (paragraph 24)		(To be retained by the employer for future reference)
		<u>Emp Code:</u>
		Company: Bajaj Allianz Life Insurance

(Declaration by a person taking up employment in any establishment on which EPF Scheme, 1952 and /of EPS1995 is applicable)

1	Name of the member	Mahadevi Shahu Naraynakar
2	<u>Father's Name () Spouse's Name ()</u> (Please Tick Whichever Is Applicable)	
3	Date of Birth (MM/DD/YYYY)	03/10/1993
4	Gender: (male / Female /Transgender)	Female
5	Marital Status (married /Unmarried /widow/divorce)	Single
6	(a) Email ID: (b) Mobile No:	mahadevinarayankar19@gmail.com 9730490553
7*	<u>Whether earlier a member of Employees 'provident Fund Scheme 1952</u>	Yes No
8*	<u>Whether earlier a member of Employees 'Pension Scheme ,1995</u>	Yes No

<u>If response to any or both of (7) & (8) above is yes. MANDATORY FILL UP THE (COLUMN 9)</u>												
9	a) Universal Account Number(UAN)						NA					
	<u>b) Previous PF a/c No</u>		<u>AP</u>	<u>HYD</u>	<u>EST.CODE</u>	<u>EXTN</u>	<u>PF NO.</u>					
	c) Date of exit from previous employment (MM/DD/YYYY)											
	d) Scheme Certificate No (if Issued)											
	e) Pension Payment Order (PPO)No (if Issued)											
10	a) International Worker:						Yes No					
	b) If Yes , State Country Of Origin (India /Name of Other Country)											
	c) Passport No											
	d) Validity Of Passport (MM/DD/YYYY) to(MM/DD/YYYY)											
11	KYC Details: (attach Self attested copies of following KYCs) **											
	<u>a) Bank Account No .& IFS code</u>											
	b) AADHAR Number (12 Digit)						829268119660					
	c) Permanent Account Number (PAN),If available						AYYPN6899G					
<u>UNDERTAKING</u>												
1. Certified that the Particulars are true to the best of my Knowledge 2. I authorize EPFO to use my Aadhar for verification / e KYC purpose for service delivery 3. Kindly transfer the funds and service details, if applicable if applicable, from the previous PF account as declared above to the present P.F Account(The Transfer Would be possible only if the identified KYC details approved by previous employer has been verified by present employer 4. In case of changes In above details the same Will be intimate to employer at the earliest												
Date:04/11/2023 Place: Solapur												
<u>Signature of Member</u>												

DECLARATION BY PRESENT EMPLOYER

1. The member /Ms./Mrs **Mahadevi Shahu Naraynakar** has joined onand has been allotted PF Number.....

2, In case person was earlier not a member of EPF Scheme ,1952 and EPS,1995

- (Post allotment of UAN) The UAN Allotted for the member is NA
- Please tick the Appropriate Option:
- The KYC details of the above member in the UAN database
 - Have not been uploaded
 - Have been uploaded but not approved
 - Have been uploaded and approved with DSC

3, In case the person was earlier a member of EPF Scheme ,1952 and EPS, 1995:

- The above PF account number /UAN of the member as mentioned in (a) above has been tagged with his /her UAN/previous member ID as declared by member
- Please Tick the Appropriate Option
 - The KYC details of the above member in the UAN database have been approved with digital signature Certificate and transfer request has been generated on portal.
 - As the DSC of establishment are not registered With EPFO the member has been informed to file physical claim (Form13) for transfer of funds from his previous establishment.

Date: 04/11/2023

Signature of Employer With seal of Establishment

FORM 2 (REVISED)

Nomination and Declaration form for Unexempted/Exempted Establishments

Declaration and Nomination Form under the Employees' Provident Funds and Employees' Pension Scheme
(Paragraphs 33 & 61(1) of the Employees Provident Fund Scheme, 1952 and Paragraph 18 of the Employees' Pension Scheme, 1995)

1. Name (in Block Letters) : Mahadevi Shahu Naraynakar
2. Father's/ Husband's Name :
 3. Date of Birth : 03/10/1993
 4. Sex : Female
 5. Marital Status : Single
6. Account :
 7. Address : W/O Shahu Naraynakar, dhor galli, ta-north,
 solapur, Mardi, Solapur, , Solapur
 Permanent : W/O Shahu Naraynakar, dhor galli, ta-north,
 solapur, Mardi, Solapur, , Solapur
Temporary :
 8. Date of Joining :

PART- A (EPF)

I hereby nominate the person(s)/ cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees' Provident Fund, in the event of my death.

Name of nominee/no minees	<u>Address</u>	Nominee's relationship with the member	<u>Date of Birth</u>	Total amount of share of accumulation in Provident Fund to be paid to each nominee	If the nominee is a minor, name & relationship & address of the guardian who may receive the amount during the minority of nominee
1	2	3	4	5	6
Shahu Yamaji Narayankar		Father	06/01/1968		

- *Certified that I have no Family as defined in para 2(g) of the Employees' Provident Fund Scheme, 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled.
- *Certified that my father/mother is /are dependent upon

* Strike out whichever is not applicable.

Signature or thumb impression of the subscriber

PART B (EPS) (Para 18)				
I hereby furnish below particular of the members of my family who would be eligible to receive widow/ children pension in the event of my death.				
S No.	<u>Name and Address of the family member</u>		<u>Date of Birth</u>	<u>Relationship with member</u>
	<u>Name</u>	<u>Address</u>		
1.				
2.				
3.				
4.				
5.				

**Certified that I have no family as defined in para 2(vii) of Employees' Pension Scheme, 1995 and should I acquire a family hereafter I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly widow pension (admissible under para 162(a)(i) and (ii) in the event of my death without leaving any eligible family member for receiving pension.

Name and Address of the Nominee	Date of Birth	Relationship with member
Shahu Yamaji Narayankar	06/01/1968	Father

Date :

**Strike out whichever is not applicable

Signature or thumb impression of the subscriber

CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed/thumb impressed before me by Shri/Smt./Kum..... employed in my establishment after he/she has read the entries/entries been read over to him/her by me and got confirmed by him/her

Place.....

Date.....

Signature of the employer or other Authorized Officers of the Establishment

Destination

FORM 'F'
[See sub-rule(1) of rule 6]
Nomination

To. [Give here name or description of the establishment with full address]

I, Shri/ Shrimati/ Kumari Mahadevi Shahu Naraynakar whose particulars are given in th estate ment below, hereby nominate the person (s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of

my death before that a month has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in the proportion indicated against the name(s) of the nominee(s).

1. I hereby certify that the person(s) mentioned is a / are mem ber(s) of my family within the meaning of clause(h) of section (2) of Payment ent of Gratuity Act, 1972 .

2, I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said

3, (a) My father/ mother/ parents is / are not dependant on me
 (b) my husband's father/ mother/ parents iis/arenot dependent on my husband .

4, I have excluded my husband from m y family by a notice date th e to th e controlling authority in terms of th e proviso to clause (h) of section 2 of the said

5, Nomination made herein in validates my previous nomination .

Nominee (S)

Name in full with full address of nominee(s)	Relationship with the employee	Age of nominee	Proportion which the gratuity will be shared
Shahu Yamaji Narayankar	Father	06/01/1968	100
so on .			

Statement	
1. Name of employee in full 2. Sex 3. <u>Religion</u> 4. Whether unmarried/ married/ widow/ 5. <u>Department / Branch / Section where employed</u> 6. Post held with Ticket or Serial , if any. 7. Date of appointment 8. Permanent address	: Mahadevi Shahu Naraynakar : Female : : Single : : W/O Shahu Naraynakar, dhor galli, ta-north solapur, Mardi, Solapur, Solapur
<u>Village</u> <u>Thana</u> <u>Sub-division</u> <u>Post Office</u>	
<u>Place</u> <u>Date</u>	
<u>Signature/ Thumb impression of the employee</u>	
Declaration by witnesses	
Nomination signed/ thumb impressed before me. <u>Name in full and full Signature of witnesses</u>	
1 . 2 .	1 . 2 .
<u>Place</u> <u>Date</u>	
Certificate by the employer	
Certified that the particulars of the above nomination have been verified and recorded in this establishment . Employer 's Reference No., if any	
<u>Signature of the employer/Officer authorized</u> <u>Designation</u> Name and address of the Establishment or rubber stamp thereof.	
<u>Date</u>	
Acknowledgement by the employee	
Received the duplicate copy of nomination in Form 'F' filed by me and duly certified by the employer.	
<u>Date</u>	
<u>Signature of the employee</u>	

GROUP LIFE INSURANCE BENEFICIARY FORM

Beneficiary's Full Name: Shahu Yamaji Narayankar

Relationship to You: Father

Beneficiary's Date of Birth :(mm/dd/yyyy): 06/01/1968

Signature of the employee:

E-Code -

322949/211265/Mahadevi Shahu Narayankar/i100518

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 |

Fax: +91-20-66026789

Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com

CIN: U66010PN2001PLC015959

**Apprenticeship Offer cum Appointment Letter****Date: Dec 19,2023****Candidate Name: Mr. Ganesh Nawalkar****Candidate ID: 2187297****Address: At. Post. Telhara, Nath Nagar, Near Hanuman Temple, Tal. Telhara, Dist. Akola, Telhara-444108, Maharashtra, India****Dear Ganesh,**

Congratulations!!!

We are extremely pleased to extend a warm welcome to you from the eClerx family, under the Apprenticeship program. Your designation under the Financial Markets Vertical would be an Analyst. Your functional title will be **"Analyst"**. We wish you a successful and professionally enriching experience with us.

Please find attached the additional terms and conditions under the Program which is to be treated as an integral part of your Apprenticeship contract (hereinafter referred to as **"Contract"**). Please return a duly signed duplicate copy of this letter for our records. Your HR Business Partner will soon reach out to you for an introduction. Should you have any queries or concerns, they will be glad to assist you. Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy, and exciting association with you.

Regards

A handwritten signature in black ink, appearing to read "S Shetty".

Offered By: Sagar Shetty**Designation: Program Manager- Human Resources**



Regd Off : Gat No 877, Near Mahindra Towers, Vill –
Nighoje, Tal – Khed, Pune - 410501
Corp Off : Smart work, AP81, 8th Floor, North Main Road,
Mundhwa, Pune, Maharashtra, 411036
CIN.: U34100PN2022PTC212856

27 October 2023

To,
Ms. Ankita Nevase,

Sub: Acceptance Letter of Internship

Dear Ms. Ankita Nevase,

We are glad to offer you internship in our organization from 6 November 2023 to 5 February 2024 (3 Months).

Your project details will be given to you once you join. You will be doing your training period under Mr. Giridhar Gatte.

You will be joining from 6 November 2023, and we are expecting you to our office as be the address mentioned below:

Gensol Electric Vehicles Pvt. Ltd.
Smartworks, AP81,
8th Floor, North Main Road,
Mundhwa Pune,
Maharashtra- 411036

You will be issued a certificate after successful completion of your tenure.

You will be paid Rs. 25,000/- Per month as a stipend.

You are requested to sign and return a copy to confirm your acceptance.

Yours faithfully,
For Gensol Electric Vehicles Private Limited.

Edlyn Joseph
Sr. Manager - HR

24th April 2023

Ms. Purva Newaskar
Pune,

Madam,

Offer Letter

This refers to your application sent to us. We have pleasure in appointing you as **Management -Trainee** in our organization at Pune.

We would appreciate your joining at your earliest but not later than **2nd May 2023**. Your appointment with us is subject to you being found medically fit. Your appointment letter will be issued to you at the time of joining.

Following documents are to be submitted at the time of joining. Kindly carry original documents for verification:

- Copy of educational certificates-S.S.C/ H.S.C. / Degree / Diploma /Post Graduation mark sheets and certificates.
- Copy of Pan Card, Driving License, Passport.
- Copy of address proof - Ration card, Electricity bill.
- Copy of relieving letter, work experience letters and latest salary slip of previous employer/s
- Aadhar Card
- Four passport size latest colour photographs

We welcome you and look forward to your joining our organization.

Thanking you,

Yours faithfully,
for Paranjape Schemes (Construction) Limited

Sudhir Kulkarni
Asst. Vice President – Group HR




24th April 2023

Mr. Lokesh Bunde
Pune,

Dear Sir,

Offer Letter

This refers to your application sent to us. We have pleasure in appointing you as **Management -Trainee** in our organization at Pune.

We would appreciate your joining at your earliest but not later than **2nd May 2023**. Your appointment with us is subject to you being found medically fit. Your appointment letter will be issued to you at the time of joining.

Following documents are to be submitted at the time of joining. Kindly carry original documents for verification:

- Copy of educational certificates-S.S.C/ H.S.C. / Degree / Diploma /Post Graduation mark sheets and certificates.
- Copy of Pan Card, Driving License, Passport.
- Copy of address proof - Ration card, Electricity bill.
- Copy of relieving letter, work experience letters and latest salary slip of previous employer/s
- Aadhar Card
- Four passport size latest colour photographs

We welcome you and look forward to your joining our organization.

Thanking you,

Yours faithfully,
for Paranjape Schemes (Construction) Limited

Sudhir Kulkarni
Asst. Vice President – Group HR

24th April 2023

Mr. Dharmraj Naorde
Pune,

Dear Sir,

Offer Letter

This refers to your application sent to us. We have pleasure in appointing you as **Management -Trainee** in our organization at Pune.

We would appreciate your joining at your earliest but not later than **5th May 2023**. Your appointment with us is subject to you being found medically fit. Your appointment letter will be issued to you at the time of joining.

Following documents are to be submitted at the time of joining. Kindly carry original documents for verification:

- Copy of educational certificates-S.S.C/ H.S.C. / Degree / Diploma /Post Graduation mark sheets and certificates.
- Copy of Pan Card, Driving License, Passport.
- Copy of address proof - Ration card, Electricity bill.
- Copy of relieving letter, work experience letters and latest salary slip of previous employer/s
- Aadhar Card
- Four passport size latest colour photographs

We welcome you and look forward to your joining our organization.

Thanking you,

Yours faithfully,
for Paranjape Schemes (Construction) Limited

Sudhir Kulkarni
Asst. Vice President – Group HR





Offer letter for the position of "Jr Account Executive"

1 message

Monali Sahani <monali@patseer.com>
To: janhvinikum2000@gmail.com <janhvinikum2000@gmail.com>
Cc: Sachin Bhosale <sachin@patseer.com>, Ritika Nahatkar <ritika@patseer.com>

Sun, 2 Oct, 2022 at 9:38 am

Dear Janhvi,

Congratulations!

With reference to your recent interview at Gridlogics, I am pleased to let you know that you have been selected for the position of "**Jr Account Executive**". As you will appreciate, due to the short duration of your previous role and the ensuing gap, we cannot give complete consideration to it. We have tried to meet your expectations nevertheless. Here are the details of the offer:

Details are as follows:

Position: The designation will be "**Jr Account Executive**"

Joining Date: 03rd October 2022

Office Timings: 10:00 AM to 7:00 PM

CTC: Your annual compensation (CTC) will be: **2.50 LPA** and Between **2.60 LPA to 2.80 LPA** based on 6 months' performance(There will be Employee & Employer Provident Fund and Professional Tax amount deducted from this). Please find the attachment for the salary structure.

Probation Period: In the first six months of a Probation Period. Based on the evaluation of your performance and capabilities demonstrated you will be issued a confirmation letter at the end of the 6-month period. The salary is subject to review on an annual basis (from the date of confirmation) and appraisals are based on performance and motivation demonstrated by the employee.

Lock-In- period: There will be 18 months of service agreement – The candidate is expected to stay for a minimum period of 18 months In case the candidate leaves before the end of the lock-in period he/she will be asked to pay back the cost incurred on him/her by the company (including net salary). This lock-in period will be effective from the day of joining itself.

Office Address:

Gridlogics Technologies Pvt Ltd
4th Flr, Sunflower Commercial,
77/1 Baner Road, Pune – 411045.

About Gridlogics:

Since 2004, Gridlogics has been a pioneering intellectual property solutions provider whose solutions use proprietary and cutting-edge text mining and visualization capabilities to aid IP research and analysis. Gridlogics intellectual property products include a patent

analysis solution Patent iNSIGHT Pro and an online patent research database PatSeer. Gridlogics has worked and built custom IP solutions for intellectual property teams in leading technology companies and has a track record for successful custom solution delivery and support. Gridlogics has more than 150+ clients spread across Europe, US/Canada, Australia, India and South America. 366

Kindly let us know your decision or confirmation by replying to this mail by Today.

We look forward to having you onboard and hope you will enjoy working with us.

Regards,

Monali Sahani
Sr. HR Executive
Gridlogics Technologies Pvt Ltd.

4th Floor, Sunflower Commercials | 77/1 Baner, Baner Road | Pune-411045

Private & Confidential

September 21, 2022

Deepali Keshavrao Paikrao
E-1, 12 L and T Housing Complex,
New Magdalla, Surat,
Gujarat - 395007
India

OFFER OF EMPLOYMENT

Dear Deepali,

With reference to your application and subsequent interview, we are pleased to offer you the position of **Associate Consultant – Talent Acquisition** with **ManpowerGroup Services India Pvt. Ltd.** We believe you will find this position to be challenging and rewarding.

On the day, that you begin your employment with ManpowerGroup India you will be asked to sign an employment agreement. This employment agreement, among other provisions, states that you will keep our business information confidential and seek your agreement not to become associated with a competitor of ManpowerGroup for a specified period after the end of your employment with ManpowerGroup India.

The following confirms our arrangements regarding your employment with ManpowerGroup India:

Date of Joining, Compensation and Grade

You are expected to join the company on or before **September 26, 2022**. Your gross pay is **INR 3,00,000/-** per annum (detailed in **Annexure 'A'**) in **Grade – 9**.

Variable/Incentive

Incentive pay will be based on individual and company performance.

Function

You will primarily be responsible for the recruitment related activities and are expected to work according to targets identified by the company. You may be assigned additional responsibilities from time to time.

Posting & Transfer

The position is transferable and may require you to be posted at any of the company's offices in the country. For the present, however, you will operate from our office **Pune**.

Personal Accident and Mediclaim

You entitlement as per stated limits & validity of the policy:

- Group Personal Accident - Sum insured of **INR 500,000/-**
- Group Mediclaim Insurance Coverage – Sum Insured of **INR 300,000/** - For Self, Spouse, and Children.



Probation

You will be on probation for a period of 6 (Six) months from the date of joining, which may be extended at the discretion of the Management. You will get confirmed and absorbed in the regular grades of the company on successful completion of the probation period and will be issued letter of confirmation. During the probation period your services will be liable to termination by either side after giving fifteen days' notice except in the case of physical or mental incapacity, insubordination or dishonest or unauthorized absence or any other misconduct in which case, your services may be terminated without any notice.

Full time employment

This is a full time assignment and you are expected to devote your complete time and attention to this position. You shall not engage yourself directly or indirectly, in any other work either paid or in the honorary capacity outside.

Working Hours & Leaves

The normal office observes a 5 day-week Monday through Friday and from 9.30 a.m. to 06.30 p.m., with 30 minutes intermission for lunch. Sundays and Saturdays are observed as off days. However, being in the service business you are expected to be on call 24 hours a day.

You will be entitled to 15 days of annual leaves and 9 casual / sick leaves for every year of completed service.

Notice Period & Termination

The services are terminable by giving two months' notice or two months' salary in lieu there-of, on either side after successful completion of probation period.

Your appointment and continuation in the employment will always be subject to your remaining physically and mentally fit and alert. The management may send you for Medical check-up or examination to any Doctor/Registered Medical Practitioner at any time during the course of employment. The decision of the Doctor in this behalf shall be final and binding upon you.

Past Records

This offer of appointment is given considering the facts/information provided by you in the application form. In case any information is withheld or found to be incorrect, your appointment shall be deemed to be irregular. The Company can terminate such employment without notice at any time, without prejudice to its right to take any other civil/criminal action against you.

Our Value System, Culture and Ethics

We value competence, performance, discipline, and integrity above everything else and that constitutes the foundation of this contract. We strongly believe in delivering highest quality of our customers, dealing fairly with mutual respect and on strict merit with our employees. We work in an atmosphere of trust & transparency and go beyond our area of responsibility. You are accountable first to yourself and then to your superiors.

You will at all times well and truly account for and shall whenever required, make over to responsible authority all money/properties and things belonging to the company which may have been placed in your custody or under your superintendence or may, otherwise have come into your possession or under your control.

You will keep the Management informed of any change in your address from time to time.



Confidentiality

All issues of a technical or commercial nature are the property of the Company and you will exercise due care and diligence in not disclosing such information to others.

Documentation

This offer is subject to submission of a copy of each of the following within a week of joining duty.

- a) Fully updated resume
- b) Copy of academic credentials indicated by you
- c) Three passport size photographs
- d) Resignation acceptance / relieving letter from the last employer, and
- e) Last 3 months' salary slips
- f) Copy of PAN card
- g) Copy of Passport
- h) Copy of Voter's ID card, if available
- i) Copy of Aadhar card
- j) Document for residence proof (either passport or lease document or driving license)
- k) Copy of cancelled cheque for confirmation of payroll account
- l) Blood group detail
- m) Signed copy of the offer letter (in original)
- n) Universal Account Number (UAN)

General Rules & Regulations

All staff members are bound to the Rules and Regulations of the company as detailed in the Employee Manual, in force from time to time, including any amendments or variations thereto. It can be accessed at the company's intranet.

Please indicate your acceptance of this offer by signing below and returning it immediately. The other copy is for your records. Within three day of accepting the offer please send us the copy of your resignation letter accepted by your current organization

We at ManpowerGroup extend a warm welcome to you and look forward to a mutually beneficial experience.

Yours sincerely,



Lulu Khandeshi
Chief Human Resources Officer

ACCEPTED BY:

Name: **Deepali Keshavrao Paikrao**
 Date:

Annexure - A

Employee Name	Deepali Paikrao
Designation	Associate Consultant - Talent Acquisition
Practice	Manpower
Business Division	Manpower
Location	PUNE
Grade	9

Components		FixedGross (Rs.)	
		Monthly	Annual
Basic		15,000	1,80,000
HRA		6,230	74,760
Statutory Bonus		1,250	15,000
Flexible Benefits			
Retirals			
Employer's share of PF	12%	1,800	21,600
Gratuity	4.80%	720	8,640
TOTAL FIXED		25,000	3,00,000

Provident Fund: Employer Share: 12% of the basic salary

***Gratuity:** Gratuity will be paid as per Payment of Gratuity Act, 1972.

Leave Travel Assistance (LTA) Reimbursement: Leave Travel Assistance reimbursement, if applicable, is payable on submission of proof of travel and as per Income Tax Guidelines. It is otherwise paid as other allowance and is subject to deduction of applicable income tax.

Individuals will be governed by the applicable income tax norms and deductions based on their respective income level, savings and investments etc.

In case an employee does not opt for any flexible benefits, it can be opted as Other Allowance and will be paid along with the salary after deducting taxes as per IT Act. Please contact the HR department in this regard on receipt of this sheet.



Employee Acceptance:

SIGNATURE OF EMPLOYEE

Deepali Keshavrao Paikrao

DATE

02-Aug-2023

Aadarsh Satish Paliwal
6, Indraprastha Nagar, Shivaji Nagar
Maharashtra-425001

Dear Aadarsh,

Congratulations!

With reference to your application and subsequent discussions you have had with us, we are pleased to extend to you this offer of employment in Equitas Small Finance Bank Ltd. Upon acceptance of this offer and on your appointment with the bank, you shall be designated as **Personal Banker** in Grade **EB02-AM I** based at **Indrayani Nagar, Pune**. The break-up of the proposed Annual Cost to Company (CTC) is given in **Annexure 1**.

This CTC is subject to review on a periodic basis based on your and the bank's performance and other criteria as may be decided by the bank from time to time. You may be entitled to variable pay based on your role, your performance and overall performance of the bank. The same shall be communicated specifically in writing. Any such variable pay is subject to necessary approvals from the management of the bank. All payments made to you are subject to deduction of taxes and any other statutory deductions as may be applicable from time to time as per existing laws.

You shall be on probation for a period of 6 (six) months from the date of your employment. Your probation may be extended by a maximum period of 3 (three) months if your performance during the probation period is not satisfactory. During the probationary period, either you or the bank may terminate your employment by giving 90 (Ninety) days' notice in writing.

The Bank at its sole discretion may consider adjusting salary (notice pay) in lieu of notice period. Post completion of the probation period and based on satisfactory performance, you will be confirmed in the services of the bank. As a confirmed employee, either you or the bank may terminate your employment by giving 90 (ninety) days' notice in writing.

You shall devote your whole time and attention exclusively to the business and affairs of the bank and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.

This offer and employment subsequent to your acceptance of the terms in this letter is made to you subject to the following:

- The bank receiving satisfactory feedback from at least two professional references from your previous organizations, with one referee being your reporting manager from any of your previous employers.
- Self-declaration of sound health and medical fitness.
- Submission of documents as given in Annexure 2.

If at any time, in the opinion of the bank, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter, or it is discovered at any time that any of your background or credentials that you have mentioned in your application or references turns out to be false or wrong, your services may be terminated without notice.

You shall be bound by the terms and conditions of your appointment, internal policies, processes and procedures as well as code of conduct and confidentiality norms of the bank as may be applicable from time to time.

You are requested to join us on or before **30-Sep-2023**.

Kindly confirm your acceptance of this offer by signing a duplicate copy of this letter and return the same within 7 (seven) days from the date of this offer, failing which this offer shall stand withdrawn.

This offer letter is confidential and you agree and undertake to keep this letter and the contents thereof strictly confidential. You shall keep confidential all information about the bank shared with you during the interview.

We look forward to your joining us and wish you a meaningful and enriching career with Equitas Small Finance Bank Limited!

Yours sincerely,

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Aadarsh Satish Paliwal)

Date - 02-Aug-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE 1

Pay Component	Monthly Amount	Annual Amount
CTC		
Fixed CTC (A)	29167	350004
Provident Fund Employer Contribution	1800	21600
Flexi Benefits	4867	58404
HRA	7500	90000
Basic	15000	180000
Total CTC	29167	350004

Please Note :

- 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
- Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
- Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
- Gratuity shall be payable as per payment of Gratuity Act 1972.
- You shall be covered under the Group Medical Insurance Policy of the bank.
- Subject to fulfillment of conditions as laid down by the bank from time to time, you shall be eligible for staff loans.
- In addition to the above, we are pleased to offer you a one-time retention bonus of Rs. 50,000 payable after completion of 1 Year in the bank, in 1 equal tranches of 50,000 each in 1st October 2024. Kindly note that in an unlikely event of you resigning within 6 months post receiving the retention bonus, there would be recovery of 100% of the bonus amount. In case you chose to leave the bank between 6-12months post receiving the retention bonus, there would be a recovery of 50% of the bonus amount.

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

 (Aadarsh Satish Paliwal)

Date: 02-Aug-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE – 2

SL.No	Documents	Requirement
1	Resume	Freshers: Latest complete resume with education details and project details (if any) Lateral: Latest complete resume with education and all employment details (mentioning month and year of joining and leaving) - Mandatory
2	Proof of Education	All Certificates and/or Final Mark Sheets for education mentioned in the uploaded resume: - 10th (SSLC) or its equivalent - 12th (+2 / HSLC) or its equivalent - UG Degree / Diploma - PG Degree / Diploma - Professional Degree & Other certifications (if any)
3	Proof of Employment	Freshers: Not Applicable Lateral: i. Relieving Letter (RL) from last two employers or all previous employers covering last five years of experience, whichever is longer. – Mandatory ii. Proof of acceptance of resignation from immediate previous employment – Mandatory
4	Photograph	Recent Colour Passport Size Photo
5	PAN	Scanned copy of PAN card / Form 60 (if PAN is not available)
6	Aadhaar	Recent E-Aadhaar Card downloaded not earlier than 15 days prior to date of submission. E-Aadhaar should not be password protected and should be fully visible (i.e. no masking of information).
7	Proof of Address	Any of the below documents. 1. E-Aadhaar 2. Valid Passport 3. Valid Driving Licence 4. Latest Telephone Bill / LPG Gas Bill / Electricity Bill (not older than last 3 months) 5. Valid Rental Agreement
8	Pay Slips	Freshers: Not Applicable Lateral: Last three months' pay slips from immediate previous employer.
9	Statutory Forms	Form – 2 (Nomination Form for Provident Fund) Form – 11 (Declaration Form for Provident Fund) Form – F (Nomination Form for Payment of Gratuity) Please note: Link to download these forms shall be sent to you. You are requested to fill up, sign and upload the forms.
10	Driving Licence	Valid driving license for Two-wheeler / Four-wheeler.



FinDestination

FinDestination

Destination For All Finance Needs

Vikas Ashok Palve

Date: 10/07/2023

Dear Vikas,

With reference to your interview dated 08/07/2023 We are pleased to offer you the post of **Sales Executive** at our organization.

Your joining date is confirmed at 10/07/2023 as per the following terms and conditions.

- You are entitled to a CTC of 550000 p.a. INR;
Fixed Salary: 350000 p.a.
Performance Based Incentive; 150000 p.a.
Performance Based Bonus : 50000 p.a.
- You agree to comply with terms and conditions of Appointment.
- You agree to submit with us a signed copy of Marksheet, Pan Card, Adhar Card as well as Passport size Photograph and also bring the originals for verifications.

This is a Full time position. You will be in probation period of 3 months from the date of joining. That means that either you or Findestination are free to end the employment relationship at any time with or without notice during this tenure.

We look forward to a mutually rewarding professional relationship with you.

For Findestination


Rakesh Mishra

Date: 10 January, 2023

Ref No.: SBIGIC/HR/OF/22-23/0271

Mr. Pankaj Mahendra Pandav
Sinhgad Management Institute, Pune
Mobile No. – 9421128363

Dear Pankaj Mahendra Pandav,

Offer Letter:

We are pleased to offer you the position of **Executive** in the grade of **Executive Trainees** in SBI General Insurance Co. Ltd.

1. The Potential Annual Compensation offered to you would be **Rs. 360000/- (Three Lakhs Sixty Thousand Only)**. This will be an all-inclusive cost to the company (CTC) for availing your services with **Fixed Component of Rs. 300000/- and approximate Performance Linked Bonus of Rs. 60000/-**
2. We will communicate your posting location, date of joining and other details in due course. However, the company reserves the right to utilize your services at any other place within or outside the country and at its sole discretion, reserves the right to extend the joining date in case of an exigency.
3. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i) Actual production of Final Year mark-sheet and degree certificate upon your joining the Company
 - ii) Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity, and references.

SBI General Insurance Company Limited

Corporate & Registered Office: 9th Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai – 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

- iii) The Company shall carry out background verification and your appointment shall be voidable at the sole discretion of the company in case the outcome of the background verification is not satisfactory to the Company.
- iv) Your service continuation with SBI General will be subject to the clearance of your final exam in the first attempt, failing to which your services will be terminated with immediate effect.
- 4. While in service, you will not work for anybody else for remuneration, honorarium or for any other consideration without the written permission of the company.
- 5. The normal age of superannuation shall be 60 years.

Please provide a duly acknowledged copy of this letter as confirmation of acceptance of the above terms and conditions.

Yours faithfully,



Bertron Gonsalves

Team Leader – Talent Acquisition

I have read the above terms and conditions and hereby accept the offer.

Expected date of joining: Signature:

SBI General Insurance Company Limited

Corporate & Registered Office: 9th Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai – 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Salary Annexure

CTC Structure

As per Standard CTC Formula	Annual
Basic	1,44,000
HRA	21,600
Statutory Bonus	11,995
Special Allowance	93,882
Employer Provident Fund	21,600
Gratuity	6,923
Fixed CTC	3,00,000
*Performance Linked Bonus	60,000
Total CTC	3,60,000

***The Performance Linked Bonus mentioned is Approximate and subjected to Individual and Company's performance.**

Other Benefits *	Eligible Cover
<u>Mediclaim Insurance Cover:</u> <p>Hospitalization expense which requires 24 hours hospitalization for Self, Spouse, Parents (partial contribution from the employee) & up to 2 dependent children (below 25 years of age) is payable on a family floater basis.</p> <p>Specified Day Care Treatment which does not require 24 hours hospitalization is also payable.</p> <p>Maternity Benefit, new born baby and Pre-existing illnesses covered from the day of joining.</p>	Rs. 3.00 Lakh
<u>Group Personal Accident Insurance cover:</u> <p>All employees are covered 24 hours, under this policy. The policy covers an employee in the event of bodily injury due to an accident. It also covers temporary or permanent disability caused due to the accident.</p>	Rs. 30 Lakh
<u>Group Term Life Insurance cover:</u> <p>Group Term Life is payable to the nominee of the deceased employee in case of unfortunate event of natural death.</p>	Rs. 20 Lakh

SBI General Insurance Company Limited

Corporate & Registered Office: 9th Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai – 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

You are requested to contact the following official(s) for necessary advices regarding submission and scrutiny of your documents:

Name : Mr. Hardik Vinayak Golatkar

Address : SBI General Insurance Company Ltd.

Ground Floor, People's Education Society's, Advocate Balasaheb Apte College of Law, Prin. N M Kale Marg, Gokhale Road (S), Dadar - West, Mumbai - 400043

E - Mail ID : Hardik.Golatkar@sbigeneral.in

* Once you join us, immediately open an Account with State Bank of India and advise your A/c No. to HR at the earliest.

SBI General Insurance Company Limited

Corporate & Registered Office: 9th Floor, A & B Wing Fulcrum Building, Sahar Road, Andheri East, Mumbai – 400099 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in | Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144



OFFER DOCUMENT

Date: 27-Dec-2022

Dear Ashish Patil,

Pune,

On behalf of "BlueStone Jewellery And Lifestyle Pvt. Ltd.", I am very pleased to offer you a position as **Sales Executive**. The purpose of this letter is to summarize the terms of your full-time position with the company.

Other terms and conditions are mentioned as below:

Start Date:

Your employment with the Company will begin no later than **09-Jan-2023** and will continue in accordance with terms of this offer letter.

Remuneration:

Your annual remuneration on a cost-to-company (CTC) will be **INR 300024/-p.a.**

- For detailed Salary break-up please refer to the **Enclosure I**.
- Gratuity and medical insurance as per company policy.

Location:

The base location of your job will be **Pune**. You may need to travel in India or abroad, if necessary to enable you to perform your work in accordance with your employment.

This job offer is contingent to successful completion of:

1. Background Verification
2. CIBIL Check

Kindly confirm your acceptance by signing a copy of this letter and returning it to us. This offer letter is valid for 7 days from the date of issuance and you are required to confirm in writing your acceptance within this 7 days period. You can also confirm your acceptance through an email.

All other terms and conditions will be governed by the Company's policies as stated from time to time.

Congratulations and welcome to **BlueStone** to join the team on this journey.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid
Deputy Manager - Human Resource

Enclosure I

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekalal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714



Ashish Patil

Particulars	Per Month	Per Annum
Basic	10865	130380
HRA	5433	65196
Special Allowance	2533	30396
Fixed Salary	18831	225972
Statutory Bonus	2900	34800
Gross Salary (1)	21731	260772
Company Benefits		
Employer's Contribution to PF	1608	19296
Gratuity	523	6276
Medical Insurance	1140	13680
Total benefit (2)	3271	39252
Cost to Company (1+2)	25002	300024

You will be benefited with Mediclaim policy of sum insurance 4 lakhs floater plan covering you & your direct dependents. Personal accident coverage will be 15 lakhs. Term Life Insurance is 15 lakhs.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid
Deputy Manager - Human Resource

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekalal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

APPOINTMENT LETTER

Dear Mr Digvijay Manohar Patil

Date: 06 Nov 2023

Ref:

Offer ID: PUN06112023446857

Employee ID: 202374345

We are pleased to appoint you as Officer - Back Office with our Client located at our client project site at Pune, on a fixed Term Basis.

In addition to this:

- As the Project work awarded to us by our clients is only for a certain period, your assignment with us initially will be from **06 Nov 2023 to 05 Nov 2024** as per terms mentioned in the Letter of Engagement issued along with this letter. If however, the Project work is extended, your association with us may be extended for such further period as may be decided by us. Hence, this contract of employment by no means be treated or construed to be permanent in nature granting thereby to you a status of permanent employee of the Company. Your employment is governed by the contractual agreement between Innovsource services Ltd. and client for which your services have been engaged.
- If however the project work awarded to us is completed before time or if is terminated for any reasons whatsoever earlier, then your services shall be terminated on such earlier date as the situation demands as per terms mentioned in your Letter of Engagement.
- Your CTC details would be:

GROSS SALARY		STATUTORY BENEFITS	
Basic + DA	Rs. 9474/-	PF Employer	Rs. 1137/-
HRA	Rs. 4737/-	PF Admin	Rs. 47/-
Other Allowances	Rs. 0/-	ESIC Employer	Rs. 462/-
StatBonus	Rs. 1127/-	EDLI Employer	Rs. 47/-
AdvanceMLTA	Rs. 4662/-		
GROSS SALARY TOTAL	Rs. 20000/-	STATUTORY TOTAL	Rs. 1693/-
PF Employee	Rs. 1137/-		
ESIC Employee	Rs. 107/-		
Professional Tax	Rs. 200/-		
NET SALARY	Rs. 18556/-	COST TO COMPANY (Gross + Statutory Benefits)	Rs. 21693/-

The net salary is subject to Income Tax deduction

Your salary is payable only through an electronic payment mode such as EFT/NEFT/RTGS/ECS or account payable cheque for which you must provide relevant information at the time of joining.

- In addition to the Monthly Salary, you will be paid perquisites/allowances/incentives as per eligibility. Your coverage under ESIC scheme, Provident Fund scheme, Statutory Bonus, Gratuity, **and any other statutory benefit shall be paid as per respective legislations. Your Salary will be paid on or before 10th of succeeding month.** Any discrepancy in the salary received needs to be reported to our nearest branch **or through email to associatecare@innov.in** within 7 days from receipt of salary. TDS will be deducted at Higher rate as per Income Tax Act, in case PAN number along with proof is not provided to nearest Innov Branch within 7 days of joining. Any

unclaimed salary within 3 years from when it is due will be paid to Labour Welfare Fund as per Labour Welfare Fund Act. You will be entitled to leave as per the policy followed by the client.

5. Your coverage under ESIC scheme is subject to adherence of rules & regulation of it. It is mandatory for you to submit Aadhar Card (UID) including your family within one month from the date of issuance of ESIC number, if you fail to submit the Aadhar Card (UID) within stipulated period in that case you will not be eligible to take benefits of ESIC coverage and in that Circumstances Company shall not be held responsible.
6. You are eligible under Provident Fund scheme subject to adherence of rules & regulation of it. It is also mandatory for you to submit Aadhar Card (UID), PAN Card & Bank A/c. No. with IFSC Code (collectively referred as 'KYC') within one month from your date of joining, if you fail to submit the KYC within stipulated period in that case as per PF norms you will not able to withdraw or transfer or to take any benefits of PF and in that circumstances company shall not be held responsible or liable.
7. Since our Client undertakes contract projects, you may be required to work at different project sites and are likely to be deputed in any establishment within the city or outside the city including outside the State for the purpose of discharging your duties as and when the situation demands, at the said working hours.
8. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work, or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation. At all times during the tenure of this Contract of employment you will be bound by any Rules & Regulations enforced by the management from time to time in relation to the conduct, discipline, leave, holidays, or any other matters relating to service conditions.
9. This is as per the terms laid out in the Letter of Engagement. You shall at no point in time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our clients. Your continuance of employment is subject to your remaining physically and mentally fit. As and when required, the Management may require you to submit yourself to medical examination by a physician of the choice of the management.
10. This letter is being sent to you digitally through Digitrac mobile application and on your email, please acknowledge the same by clicking on "Accept" on the Digitrac app as an acceptance of this letter or you can send a reply email as your acceptance of this contract of employment with the above terms and conditions. This letter will be considered as deemed accepted by you in absence of your reply on email or through Digitrac.
You can also send signed scanned copy of this letter through email to us on digionboarding@innov.in

Yours faithfully,

Acceptance

For Innovsource Services Private Limited

I have received the Work Assignment Letter and agree to the terms and conditions contained thereto

Mr Digvijay Manohar Patil



Authorised Signatory Authorised Signatory

(Signature & Date)

Letter of Engagement with our Clients/Business Partners

Dear Mr Digvijay Manohar Patil

Date 06 Nov 2023

Employee Id: 202374345

Offer ID: PUN06112023446857

1. Innovsource Services Private Limited (also known as "Innov") is involved in the business of providing services to manage key business processes of our Clients/ Business Partners. Based on your interaction with us, we wish to confirm your registration with us for the purpose of selection to perform any service ("Work Assignment") that may be required by our Clients/ Business Partners ("Customer").
2. It is understood that mere registration with Innov does not guarantee you any Work Assignment and is subject to selection by Innov and/or its customers. Innov may offer to engage you to perform specific Work Assignments from time to time for any of its customers at a specified location and you may choose to accept such offer at your discretion.
3. The terms of this letter ("Engagement Letter") shall govern your relationship with Innov now and in the future. Each Work Assignment will be governed by the terms of this letter and the specific Work Assignment Letter. In the event of any inconsistency, the terms of the relevant Work Assignment Letter shall govern.
4. Execution of any Work Assignment Letter by you shall be a full and complete acceptance by you to perform the services. Upon acceptance, you shall;
 - I. fully perform the services, in a professional manner, at the Customer's location till the completion of the term of the Work Assignment;
 - II. during the term of the Work Assignment, render services exclusively to the Customer and such performance shall not be inconsistent with any obligation you may have to other third parties;
 - III. not engage in any conduct detrimental to the interests of the Customer or Innovsource;
 - IV. not receive any payments of any nature directly from the Customer unless agreed to by Innovsource;
 - V. not, either directly or indirectly, offer yourself for employment with the Customer, its agencies or its affiliates during the period of the Work Assignment without the prior permission of Innovsource;
 - VI. comply with the safety, health, environment and other rules and regulations of the Customer site, where you are deployed;
 - VII. report and be present at the Customer's designated location during the working hours mentioned in the applicable Work Assignment Letter;
 - VIII. extend all co-operation to the Customer's employees, consultants, representatives, etc., and do all such things as may be necessary and comply with all terms of the applicable Work Assignment effectively.
5. At the end of each Record Period, as mentioned in the Work Assignment Letter, or at the completion of the Work Assignment, whichever is applicable, you will provide your supervisor, time Sheet (or any other format/ register as required for capturing your presence) containing the number of hours worked in any given day at the Customer's location and such other details as may be prescribed by Innov and produce the same to Innov.
6. As consideration for the services performed during any Work Assignment, Innov will pay you remuneration, as per the Work Assignment Letter. Innov will be entitled to make deductions as per applicable law or in respect of any amounts due to Innov or the Customer from you. You will be reimbursed any approved expenses subject to your submitting original bills/ declarations.

7. Any intellectual property that results from work performed by the Individual under any Work Assignment Letter shall be the property of the Customer and the Individual agrees to assign/ transfer to the Customer, the worldwide, perpetual and entire right, title, and interest in all intellectual properties including all rights to obtain, register, perfect, and enforce patents, copyrights, and other intellectual property protection under any laws and conventions.
8. All proprietary information/ material of the Customer that is made known to you during the term of the Work Assignment shall be received in confidence and you shall not disclose or, except in performing the services, use any such proprietary information/ material. You agree that all information, correspondence, documents, materials or items provided to you by the Customer or Innov are provided to you in trust and on lapse/ termination of the Work Assignment, you shall promptly return all such material to the Customer or Innov, as the case may be. Your full and final settlement after separation from services will be subject to submitting company assets and/or any material issued to you.
9. You agree that this Letter of Engagement creates no obligation on the part of either party unless you are selected for a particular Work Assignment and you execute the relevant Work Assignment. By executing this Letter of Engagement, neither do we offer you employment with Innov nor do you become an employee of Innov. The terms of this Letter of Engagement shall however govern any Work Assignments that you undertake to perform.
10. Should you be selected to perform the Work Assignment, the nature of your relationship with Innov will be that of Employment/ Contract of Service for a period mentioned in the Work Assignment Letter. Upon lapse or termination of the Work Assignment, your employment with Innov shall stand terminated forthwith.
11. Except for lapse of a Work Assignment due to completion, if either Party wishes to terminate the Work Assignment during its existence, the terminating Party shall provide a notice of 15 days to the other Party. In case you fail to give the above notice, the salary in lieu of notice will be recovered from you. In case of Misconduct, fraud, theft or any unlawful activities found the Innov has right to take appropriate action including termination.

This is as per the terms laid out in the Letter of Engagement. You shall at no point in time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our clients. Your continuance of employment is subject to your remaining physically and mentally fit.
12. It is mandatory for you to submit Aadhar Card (UID), PAN Card, Bank Account Details and IFSC code (collectively referred to as 'KYC documents')
13. Your continuance of employment is subject to your remaining physically and mentally fit. Further, as and when required, the Management may require you to submit yourself to medical examination by a physician of the choice of the management.
14. In case there is no Work Assignment subsisting, either party may terminate this Letter of Engagement forthwith by submitting the resignation in DIGItrac. If a Work Assignment is subsisting, this Letter of Engagement can be terminated only co-terminus with the relevant Work Assignment as per the notice period required for termination of the Work Assignment as above.
15. Termination of this Letter of Engagement shall not affect the obligations of the parties that have been incurred prior to termination and Innov will promptly settle all your dues after making applicable deductions. Further, obligations relating to confidentiality and intellectual property shall continue after termination/ expiry of this Letter of Engagement or the Work Assignment.
16. You agree to defend, indemnify and hold Innov or the Customer harmless from any and all claims, damages, liability, attorneys' fees and expenses on account of your failure to satisfy any of your obligations under this Letter of Engagement or under the Work Assignment Letter or for misconduct, violation of any law or creation of any legal liability by you.

17. To create and maintain safe work environment, free from sexual harassment & discrimination for all employees the company has policy for prevention of sexual harassment (posh), you can reach us through email: posh@innov.in for necessary assistance
18. Any dispute between the Individual and Innov shall be referred to a sole arbitrator to be selected from a list of arbitrators nominated by Innov. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act, 1996, at Mumbai, India. This engagement letter shall be governed in all respects by the laws of India.
19. In addition to the terms contained herein, your relationship with Innov may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by Innov. If any mandatory verification is required, the same will be initiated without notice. The company shall have the right to act on you including termination if the report is found negative.
20. You will follow the office timings and process diligently. You will take informed leave and shall not overstay without permission. If found in violation of set policy, the company has the right to take appropriate action.

You can reach us through (1) Call on Toll Free No. 1800-22-4456 (2) Email to associatecare@innov.in or (3) WhatsApp on 9930346641.

Yours faithfully,

Acceptance

For Innovsource Services Private Limited

I have received the Work Assignment Letter and agree to the terms and conditions contained thereto



Mr Digvijay Manohar Patil

Authorised Signatory Authorised Signatory

(Signature & Date)



PRIVATE AND CONFIDENTIAL

Reference No. - 1384028512

Applicant ID - 3917697

30-May-2021

Gaurav Patil

Dear Gaurav,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme during the current academic year and submission of your certificate and mark sheet within 3 months of result announcement - which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked, which please take note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



PRIVATE AND CONFIDENTIAL

Reference No. - 1384028512

Applicant ID - 3917697

30-May-2021

Gaurav Patil

Dear Gaurav,

We are pleased to make you an offer of appointment as Deputy Manager (Band I) in ICICI Bank. You will be placed in CARDS at PUNE - BUND GARDEN ROAD - RO.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- a) You shall be required to join the Bank on or before 07-Jul-2021.
- b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower,
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



: 2 :

Reference No. - 1384028512

Gaurav Patil

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.
- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

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: 3 :

Reference No. - 1384028512

Gaurav Patil

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.
- **Termination of Employment:** Your services with the Bank are liable to be terminated:
 - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
 - c) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc; and
 - d) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

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: 4:

Reference No. - 1384028512

Gaurav Patil

- **General:**

- Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
- You will be bound by the Rules and Regulations of the Bank.
- You will keep us informed of any change in your residential address.
- Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Amit Prakash

Digitally signed by AMIT PRAKASH

Date: 2021.05.30 11:50:52 +05:30

Reason: Offer Letter

Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
 Mumbai 400 051, India.

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 Vadodara 390 007, India.



: 5 :

Reference No. - 1384028512

Gaurav Patil

Annexure: _**Remuneration:**

- Your Base Salary will be Rs. 1,08,000/- (Rupees One Lakh Eight Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 1,40,100/- (Rupees One Lakh Forty Thousand One Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 54,000/- (Rupees Fifty Four Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 16,200/- (Rupees Sixteen Thousand Two Hundred only) per annum.

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:6:

Reference No. - 1384028512

Gaurav Patil

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Digitally signed by AMIT PRAKASH
 Date: 2021.05.30 11:50:53 +05:30
 Reason: Offer Letter
 Location: Mumbai

Signature of Applicant

ICICI Bank Limited
 ICICI Bank Towers
 Bandra-Kurla Complex
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JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: <https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx>

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use “forgot password” option to generate a new password.

Following documents (xerox copies) are required to be uploaded:

- 1) Self-attested copies of educational certificates and marksheets (Xth/XIIth/ Graduation/ Post graduation)
- 2) Work Experience Document
 - a. Resignation accepted letter from current organisation
 - b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
- 3) Passport size Photograph (against Red background)
- 4) Address proof (Passport/Voter id/Ration card)
- 5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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Remuneration Details

Name : Gaurav Patil

Position: Deputy Manager (Band I)

Group: RETAIL BANKING GROUP

	Deputy Manager (Band I)	
	Monthly	Annual
Basic	9,000	1,08,000
HRA	4,500	54,000
Supplementary Allowance*	11,675	1,40,100
Superannuation Allowance **	1,350	16,200
Total	26,525	3,18,300
Retrials		
Retrials (PF, Gratuity) ***	2,550	30,600
Total CTC	29,075	3,48,900
Performance Linked Retention Pay #	4,500	54,000
Total (incl PLRP)	33,575	4,02,900
* Supplementary allowance will include Conveyance / Travel allowance, Telephone reimbursement, LTA, Medical, Canteen and any other allowance		
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.		
#Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.		

Date : 30-May-2021

Digitally signed by AMIT PRAKASH

Date: 2021.05.30 11:50:53 +05:30

Reason: Offer Letter

Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
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10-Oct-2023

TO,

MISS.MANALI DILIP PATIL

AT/P-KARAD, DIST- SATARA

SUBJECT : LETTER OF APPOINTMENT

Dear, Manali Dilip Patil

We are pleased to extend an offer of employment for the position of HR Executive at PRODMAX GLOBAL. After careful consideration of your qualifications and interview performance, we are confident that your skills and experience align well with the requirements of the role.

Position: HR Executive

Department: Human Resource Management

Start date: 16-oct-2023

Salary: 1.80 LPA

We are excited about the skills and experience you bring to our team and are confident that you will make a valuable contribution to the success of our company. To accept this offer, please sign and return a copy of this letter by: 16-oct-2023 . Upon acceptance, we will provide you with additional details regarding the onboarding process. We look forward to welcoming you to PRODMAX GLOBAL and are excited about the contributions we believe you will make to our team.

Yours faithfully,

FOR PRODMAX GLOBAL

Authorised Sign.



30-07-2023

Nilesh bhatu patil

At post tonde, shirpur

-425421

Dear **Nilesh**,

Congratulations!

With reference to your application and subsequent discussions you have had with us, we are pleased to extend to you this offer of employment in Equitas Small Finance Bank Ltd. Upon acceptance of this offer and on your appointment with the bank, you shall be designated as **Business Development Officer** in Grade **EB01 - Officer - II** based at **Dhule**. The break-up of the proposed Annual Cost to Company (CTC) is given in **Annexure 1**.

This CTC is subject to review on a periodic basis based on your and the bank's performance and other criteria as may be decided by the bank from time to time. You may be entitled to variable pay based on your role, your performance and overall performance of the bank. The same shall be communicated specifically in writing. Any such variable pay is subject to necessary approvals from the management of the bank. All payments made to you are subject to deduction of taxes and any other statutory deductions as may be applicable from time to time as per existing laws.

You shall be on probation for a period of 6 (six) months from the date of your employment. Your probation may be extended by a maximum period of 3 (three) months if your performance during the probation period is not satisfactory. During the probationary period, either you or the bank may terminate your employment by giving 90 (Ninety) days' notice in writing.

The Bank at its sole discretion may consider adjusting salary (notice pay) in lieu of notice period. Post completion of the probation period and based on satisfactory performance, you will be confirmed in the services of the bank. As a confirmed employee, either you or the bank may terminate your employment by giving 90 (ninety) days' notice in writing.

You shall devote your whole time and attention exclusively to the business and affairs of the bank and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.

This offer and employment subsequent to your acceptance of the terms in this letter is made to you subject to the following:

- The bank receiving satisfactory feedback from at least two professional references from your previous organizations, with one referee being your reporting manager from any of your previous employers.
- Self-declaration of sound health and medical fitness.
- Submission of documents as given in Annexure 2.

If at any time, in the opinion of the bank, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter, or it is discovered at any time that any of your background or credentials that you have mentioned in your application or references turns out to be false or wrong, your services may be terminated without notice.

You shall be bound by the terms and conditions of your appointment, internal policies, processes and procedures as well as code of conduct and confidentiality norms of the bank as may be applicable from time to time.

You are requested to join us on or before **30-09-2023**.

Kindly confirm your acceptance of this offer by signing a duplicate copy of this letter and return the same within 7 (seven) days from the date of this offer, failing which this offer shall stand withdrawn.

This offer letter is confidential and you agree and undertake to keep this letter and the contents thereof strictly confidential. You shall keep confidential all information about the bank shared with you during the interview.

We look forward to your joining us and wish you a meaningful and enriching career with Equitas Small Finance Bank Limited!

Yours sincerely,

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Nilesh bhatu patil)

Date - 30-07-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE 1

Pay Component	Monthly Amount	Annual Amount
CTC		
Fixed CTC (A)	20968	251604
Provident Fund Employer Contribution	1560	18719
HRA	6408	76890
Basic	13000	155995
Total CTC	20968	251604

Please Note :

1. 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
2. Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
3. Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
4. Gratuity shall be payable as per payment of Gratuity Act 1972.
5. You shall be covered under the Group Medical Insurance Policy of the bank.
6. Subject to fulfillment of conditions as laid down by the bank from time to time, you shall be eligible for staff loans.

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Nilesh bhatu patil)

Date: 30-07-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE – 2

SL.No	Documents	Requirement
1	Resume	Freshers: Latest complete resume with education details and project details (if any) Lateral: Latest complete resume with education and all employment details (mentioning month and year of joining and leaving) - Mandatory
2	Proof of Education	All Certificates and/or Final Mark Sheets for education mentioned in the uploaded resume: - 10th (SSLC) or its equivalent - 12th (+2 / HSLC) or its equivalent - UG Degree / Diploma - PG Degree / Diploma - Professional Degree & Other certifications (if any)
3	Proof of Employment	Freshers: Not Applicable Lateral: i. Relieving Letter (RL) from last two employers or all previous employers covering last five years of experience, whichever is longer. – Mandatory ii. Proof of acceptance of resignation from immediate previous employment – Mandatory
4	Photograph	Recent Colour Passport Size Photo
5	PAN	Scanned copy of PAN card / Form 60 (if PAN is not available)
6	Aadhaar	Recent E-Aadhaar Card downloaded not earlier than 15 days prior to date of submission. E-Aadhaar should not be password protected and should be fully visible (i.e. no masking of information).
7	Proof of Address	Any of the below documents. 1. E-Aadhaar 2. Valid Passport 3. Valid Driving Licence 4. Latest Telephone Bill / LPG Gas Bill / Electricity Bill (not older than last 3 months) 5. Valid Rental Agreement
8	Pay Slips	Freshers: Not Applicable Lateral: Last three months' pay slips from immediate previous employer.
9	Statutory Forms	Form – 2 (Nomination Form for Provident Fund) Form – 11 (Declaration Form for Provident Fund) Form – F (Nomination Form for Payment of Gratuity) Please note: Link to download these forms shall be sent to you. You are requested to fill up, sign and upload the forms.
10	Driving Licence	Valid driving license for Two-wheeler / Four-wheeler.

02-08-2023

Rohit Bhaidas Patil

Maharashtra-425410

Dear Rohit,

Congratulations!

With reference to your application and subsequent discussions you have had with us, we are pleased to extend to you this offer of employment in Equitas Small Finance Bank Ltd. Upon acceptance of this offer and on your appointment with the bank, you shall be designated as **Relationship Officer** in Grade **EB02-AM I** based at **Dhule**. The break-up of the proposed Annual Cost to Company (CTC) is given in **Annexure 1**.

This CTC is subject to review on a periodic basis based on your and the bank's performance and other criteria as may be decided by the bank from time to time. You may be entitled to variable pay based on your role, your performance and overall performance of the bank. The same shall be communicated specifically in writing. Any such variable pay is subject to necessary approvals from the management of the bank. All payments made to you are subject to deduction of taxes and any other statutory deductions as may be applicable from time to time as per existing laws.

You shall be on probation for a period of 6 (six) months from the date of your employment. Your probation may be extended by a maximum period of 3 (three) months if your performance during the probation period is not satisfactory. During the probationary period, either you or the bank may terminate your employment by giving 90 (Ninety) days' notice in writing.

The Bank at its sole discretion may consider adjusting salary (notice pay) in lieu of notice period. Post completion of the probation period and based on satisfactory performance, you will be confirmed in the services of the bank. As a confirmed employee, either you or the bank may terminate your employment by giving 90 (ninety) days' notice in writing.

You shall devote your whole time and attention exclusively to the business and affairs of the bank and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.

This offer and employment subsequent to your acceptance of the terms in this letter is made to you subject to the following:

- The bank receiving satisfactory feedback from at least two professional references from your previous organizations, with one referee being your reporting manager from any of your previous employers.
- Self-declaration of sound health and medical fitness.
- Submission of documents as given in Annexure 2.

If at any time, in the opinion of the bank, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter, or it is discovered at any time that any of your background or credentials that you have mentioned in your application or references turns out to be false or wrong, your services may be terminated without notice.

You shall be bound by the terms and conditions of your appointment, internal policies, processes and procedures as well as code of conduct and confidentiality norms of the bank as may be applicable from time to time.

You are requested to join us on or before **31-08-2023**.

Kindly confirm your acceptance of this offer by signing a duplicate copy of this letter and return the same within 7 (seven) days from the date of this offer, failing which this offer shall stand withdrawn.

This offer letter is confidential and you agree and undertake to keep this letter and the contents thereof strictly confidential. You shall keep confidential all information about the bank shared with you during the interview.

We look forward to your joining us and wish you a meaningful and enriching career with Equitas Small Finance Bank Limited!

Yours sincerely,

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Rohit Bhaidas Patil)

Date - 02-08-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE 1

Pay Component	Monthly Amount	Annual Amount
CTC		
Fixed CTC (A)	29167	350004
Provident Fund Employer Contribution	1800	21600
Flexi Benefits	4867	58404
HRA	7500	90000
Basic	15000	180000
Total CTC	29167	350004

Please Note :

- 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
- Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
- Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
- Gratuity shall be payable as per payment of Gratuity Act 1972.
- You shall be covered under the Group Medical Insurance Policy of the bank.
- Subject to fulfillment of conditions as laid down by the bank from time to time, you shall be eligible for staff loans.

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Rohit Bhaidas Patil)

Date: 02-08-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE – 2

SL.No	Documents	Requirement
1	Resume	Freshers: Latest complete resume with education details and project details (if any) Lateral: Latest complete resume with education and all employment details (mentioning month and year of joining and leaving) - Mandatory
2	Proof of Education	All Certificates and/or Final Mark Sheets for education mentioned in the uploaded resume: - 10th (SSLC) or its equivalent - 12th (+2 / HSLC) or its equivalent - UG Degree / Diploma - PG Degree / Diploma - Professional Degree & Other certifications (if any)
3	Proof of Employment	Freshers: Not Applicable Lateral: i. Relieving Letter (RL) from last two employers or all previous employers covering last five years of experience, whichever is longer. – Mandatory ii. Proof of acceptance of resignation from immediate previous employment – Mandatory
4	Photograph	Recent Colour Passport Size Photo
5	PAN	Scanned copy of PAN card / Form 60 (if PAN is not available)
6	Aadhaar	Recent E-Aadhaar Card downloaded not earlier than 15 days prior to date of submission. E-Aadhaar should not be password protected and should be fully visible (i.e. no masking of information).
7	Proof of Address	Any of the below documents. 1. E-Aadhaar 2. Valid Passport 3. Valid Driving Licence 4. Latest Telephone Bill / LPG Gas Bill / Electricity Bill (not older than last 3 months) 5. Valid Rental Agreement
8	Pay Slips	Freshers: Not Applicable Lateral: Last three months' pay slips from immediate previous employer.
9	Statutory Forms	Form – 2 (Nomination Form for Provident Fund) Form – 11 (Declaration Form for Provident Fund) Form – F (Nomination Form for Payment of Gratuity) Please note: Link to download these forms shall be sent to you. You are requested to fill up, sign and upload the forms.
10	Driving Licence	Valid driving license for Two-wheeler / Four-wheeler.



23 May 2019
Rutuja Patil
 Pune

Dear **Rutuja**,

We are pleased to offer you the position of **Customer Service Executive - Program Management** at **B2-1** band and your base location will be N.Delhi-GK1. Your annualized compensation package will be INR 340000. Please find below a detailed breakup of your compensation.

Compensation Break-up	Annual Amount (INR)
Basic	2,16,000
Annual Allowances	64080
Provident Fund	25,920
Annual Bonus Plan	34,000

Your appointment will be effective on your joining date i.e. **17 June 2019**. Please contact your recruiter immediately in case there is any alteration in the joining date. The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

Mandatory Requirements: This offer is valid for 2 days from the date of this letter ('Offer Period'). It would automatically stand withdrawn in absence of completion of the following within the Offer Period:

- Your submission of a digital signed copy of this letter towards an acceptance of this offer letter on DocuSign.
- This offer of appointment is conditional and subject to conditions being met as per terms of this offer letter which include positive clearance of background and reference check in respect of your past employment and educational information provided by you.
- RedCarpet is our onboarding tool that will help you through your onboarding process with us. You will shortly receive a mail from "Red Carpet" with your Login information & password to facilitate online completion of onboarding tasks. One of the important task will be filling the Background verification form and uploading all the required documents within 3 days post receipt of your offer or else your joining will get deferred/cancelled.

Onboarding Process – As part of your joining activity you need to complete 2 days of Induction Program. You will be getting Induction invite from Global Onboarding team with the schedule details.

Your point of contact for any recruitment related queries will be "Sushant Malhotra". You can drop an e-mail at "sushant.malhotra@contractor.tatacommunications.com".

We take this opportunity to welcome you to Tata Communications Limited and invite you to participate in the enriching experience of building a world-class organization.

TATA COMMUNICATIONS

Tata Communications Limited

Pune - Alandi Road, Dighi, Pune 411 015 India. Tel : +9120 6614 3000

Regd. Office : VSB, Mahatma Gandhi Road, Fort, Mumbai 400 001 India. CIN : L64200MH1986PLC039266

Tel : +91 22 6657 8765 Fax : +91 22 6639 5162 Website : www.tatacommunications.com



Annexure I

Terms and conditions

1. Your grade/band and designation will be as per details mentioned in this letter. However, it may be noted that designations, job grades/bands could change from time to time depending on Company requirements and in accordance with HR policies.

2. The Company may transfer you across function / location / affiliates as per its business requirements. You may be required to work on matters pertaining to the Company and /or its affiliates, as decided and communicated by the Company from time to time.

3. As per guidelines from the Government of India, it is mandatory for an organization to maintain KYC documents of all its employees including the new joiners for statutory compliances. Hence you are requested to provide a copy of your valid Aadhar card to Tata Communications at the time of Onboarding. Please note, it is mandatory for personal details as per Aadhar card (like name, date of birth (DD/MM/YYYY) & gender) to match with earlier UAN. In case this is your first employment, please ensure you possess a valid Aadhar card. Also, please ensure all the details mentioned on the Aadhar Card are correct. If there is any mismatch in Aadhar details, please share the corrected copy of Aadhar Card.

4. Your probation period will be for period of 6 months or such longer period as may be extended by the Company in its sole discretion, based on your conduct and performance. You will be duly notified of any such extension. In the absence of such notification from the Company within 30 days from the end of such 6 months period, you will be deemed to be confirmed.

5. You shall be governed by the Company's policies, rules and regulations as applicable from time to time and shall carry out the roles and responsibilities assigned to you by the Company and /or its affiliates. We expect that you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You agree that, during the course of employment with the Company, you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You shall not be entitled to assign your duties, responsibilities and obligations under this offer letter to any other person.

6. In the course of your employment, you would be privy to Confidential Information (as defined below), which may have been entrusted or other-wise become known to you. All Confidential Information is deemed to be the property of the Company and /or its affiliates or their respective licensors (as the case may be). Any Confidential Information must not be disclosed during or any time after this employment to any third party without prior written consent of the Company. During and after the course of your employment, you shall not remove from the Company's premises, any documents, records, files, papers, correspondence, computer printouts, computer programs, computer software, microfilm, or other similar documents containing Confidential Information, including copies thereof, whether prepared by you or others, except as required in the performance of your duties, and in such cases, you shall promptly return such items to the Company. After the course of your employment with the Company or at any time as required by the Company, all such items including summaries or copies thereof, then in your possession, shall be returned to the Company immediately. You hereby agree that the return of such items shall be a condition precedent

to you receiving, upon termination of your employment or at any time thereafter, any compensation or other amounts due to you from the Company. By accepting this offer, you also undertake to indemnify the Company and its affiliates from any loss or damage arising from any breach of these terms and conditions by you.

For the purposes of this offer letter, "Confidential Information" includes, without limitation: (a) the contents of this offer letter; (b) any financial, business, planning, operations, services, potential services, products or potential products, including business plans, budgets and projections of the Company or its affiliates; (c) technical information, know-how, software specifications, information technology, infrastructure and intellectual property of the Company or its affiliates; (d) purchasing, marketing, sales, personnel or supplier data or other information of the Company or its affiliates; (e) any papers, data, records, processes, methods, techniques, systems, models, samples, devices, equipment, compilations, invoices, customer lists, research reports or documents of the Company or its affiliates; (f) any confidential information or trade secrets of any third party provided to the Company or its affiliates in confidence or subject to restrictions or limitations on use or disclosure; and (g) any other sensitive and commercially valuable information of the Company or its affiliates.



7. Your appointment for this position is on the basis of information shared by you during the selection process. Your employment is subject to the reference check and background verification reports being positive to our satisfaction. You hereby give your consent to the Company to undertake background checks either on its own or through its authorized representatives to verify the contents of your application, including previous employment and academic qualifications, and for the said purpose you hereby consent and authorize the Company to disclose the contents of your application to the aforesaid persons. You agree to undergo and comply with certain intervening process compliances as required by the Company prior to your date of joining the Company failing which the Company reserves the right to terminate and or withdraw this offer letter.

In case any information or details provided by you is found to be untrue or incorrect or your background check not being positive to the Company's satisfaction, or in the event that any of your actions result in a violation of the Code (defined below), this letter (along with any supplementary letters or documents in relation thereto) and or your services (as applicable) will be liable to termination with immediate effect (without any notice or payment in lieu thereof).

8. On your joining you will be handed over a copy of the Company's Code of Conduct ("Code") and you will be required to sign your acceptance of the same.

9. (a) The Company may terminate this appointment by giving you one month's notice or basic monthly salary in lieu of the said notice period during the probation period; or following confirmation, three months' notice; or basic salary in lieu of the said notice period.

(b) You may terminate this appointment by giving one month's notice or basic monthly salary (along with the GST (as applicable) thereon) in lieu of the said notice period during the probation period; or following confirmation three months' notice or basic salary in lieu of the short fall in notice period, along with the service tax, as applicable thereon, provided you have served at least 2 months' notice in case of the latter;

Upon the termination of your employment with the Company, or at the request of the Company any time prior to termination, you shall return to the Company, or destroy, as may be directed by the Company, all Company property and documents, including notes, memoranda, correspondence and other documents containing any Confidential Information, Inventions (as defined below) and intellectual property rights, on whatever media and wherever located. You shall not retain copies of any Confidential Information, Inventions or other material without the Company's prior written consent.

You shall not, at any time after the termination of your employment, present or hold yourself out as being in any way connected with or interested in the Company or in the business of the Company, or directly or indirectly make, publish or otherwise communicate any derogatory or defamatory statements whether in writing or otherwise concerning the Company or any of its directors, employees, officers, shareholders, agents, consultants or advisors.

10. Other Benefits:

Group Mediciam Policy: An employee would be covered under group Mediciam policy from his/her date of joining. It includes employee, his/her spouse, 2 dependent children up to 25 years of age. Company will provide parental coverage at a subsidized rate for each parent.

Meal Coupons: Employees are entitled to an additional benefit of INR 24,000 per annum in the form of Sodexo meal coupons. All your entitlements allocated towards Sodexo will move to your Flex wallet and you'll have the option to continue or reduce the entitlements towards Sodexo and avail other optional benefits. Employees who do not register in enrollment window will continue to get Sodexo entitlements on their respective meal cards. Any additional benefits beyond wallet usage will be deducted through payroll.

Gratuity: You are entitled to Gratuity Benefit which shall be payable upon separation as per the applicable provisions under the Payment of Gratuity Act (1972). The annual contribution towards gratuity benefit is not shown in compensation break-up.

Flexible Compensation Component: You have an option to choose the component from the defined list of benefits as per your requirement (subject to income tax and other applicable laws) Flexible compensation can be allocated under the following heads:

- Children's Education and Hostel Expenses
- House Rent Allowance
- Leave Travel Assistance
- Vehicle Running Expenses
- Special Residual Allowance (SRA): Any amount lying unallocated from the flexible allowance after distribution across the components specified above will be paid as Special Residual Allowance.

Declaration of Flexible Compensation Components: In case date of joining falls between 1st - 15th of the month, salary will be processed in same month and employee will have the option to allocate Flexible compensation components during the period 5th - 10th of the next month, and if the date of joining falls between 16th - 31st of a month, salary would be processed in the next month's payroll cycle and employee will have the option to declare Flexible components during the period 5th - 10th of the subsequent month after their salary is processed.

By accepting this offer letter, you also accept and agree to work in shifts, as per the requirement of the Organisation/Projects, which will be intimated to you on time to time basis, during your employment with company.

Annual Bonus Plan/Sales Incentive Plan/Sales Related Bonus Plan: You will be entitled for Annual Bonus/Sales Incentive Plan/Sales Related Bonus Plan, as applicable. The eligibility and other guidelines as per the plan will apply to you. The applicability of a plan may change with any change in your role in the Company. You will have access to the plan document after your joining.

Depending upon the applicable plan, the actual amount payable may vary, based on your performance and other parameters. This amount includes the bonus payable under the provisions of the Payment of Bonus Act, 1965, as amended, wherever applicable.

You acknowledge and agree that your (a) acceptance to the Code; and (b) successful completion of various mandatory training courses allocated to you by the Company from time to time during the tenure of your employment; both to the satisfaction of the Company, are material conditions amongst other terms of your employment with the Company. Therefore, payment of your eligible variable pay/bonus/incentives (if any) shall be subject to your compliance with conditions mentioned in (a) and (b) above. Company may, in its discretion, withhold such payment until and unless you comply with such material conditions of your employment to the Company's satisfaction.

The benefits mentioned above are governed by the Company policies, rules and regulations and it can be amended, altered and modified from time to time.

You agree to keep your remuneration details confidential and not disclose them to any person without the prior written consent of the Company.

Relocation: In the event of your separation from the services of the company within 12 months if any relocation expenses paid will be recovered as part of the full and final settlement



11. Intellectual Property

11.1 You hereby recognize and agree that all ideas, processes, methods, know-how, inventions, enhancements, plans, writings, work results and other developments or improvements (the "Inventions") conceived of by you, alone or with others, during the term of your employment with the Company, whether or not during working hours, shall be the sole and exclusive property of the Company. You further agree that you shall promptly disclose all Inventions to the Company. You hereby waive and assign to the Company without charge all present and future rights that you have or may have in those Inventions, including without limitation any patents, copyrights, trademarks, industrial property rights, the right to be named and other intellectual property rights or applications in respect thereof. At the request of, and without charge to, the Company, you shall do all things deemed by the Company to be reasonably necessary to perfect title to the Inventions in favour of the Company and to assist in obtaining for the Company such patents, copyrights, trademarks or other protection as may be available under applicable law and deemed desirable by the Company, including but not limited to executing and signing any and all relevant applications, deeds of assignments or other instruments. In addition, you shall make it possible for the Company and its successors and assignees to receive the full and exclusive usage and advantages of the working results.

11.2 You are obliged to prepare a reasonable documentation of your Inventions, whether they are patentable or protectable by copyright, and you are obliged to keep them updated. Such documentation shall be made accessible at any time to the Company, and the property therein is to be transferred to the Company pursuant to clause 10.1.

11.3 In respect of the fulfilment of the obligations or any other activity in connection with the transfer of rights under or in connection with this agreement, you shall not receive any further remuneration other or in addition to what is stipulated under this letter and appraisal (if any) during the employment relationship. Only such costs will be reimbursed or paid, as the case may be, that were incurred at the demand of the Company.

11.4 Any utilization of Inventions shall be deemed to be compensated by way of payment of remuneration to you as stipulated under this letter. You shall not be entitled to any special inventor's bonus/payouts.

11.5 You further covenant with the Company that you shall not, at any time after termination of your employment with the Company, use or procure the use in any manner whatsoever of any registered or unregistered trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates used prior to or as of the date of termination of your employment by the Company, or deceptively similar to or liable to be confused with such trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates.

12. Taxation

It shall be your responsibility to meet all requirements under the income tax laws, including tax compliance and filing of tax returns, whether payable in India or elsewhere, which may result from your remuneration. The Company shall be entitled to deduct applicable taxes at source from your salary, in accordance with prevailing laws of India.

13. Governing Law and Jurisdiction

This agreement is governed by and construed in accordance with the laws of India and is subject to the jurisdiction of the Courts at Mumbai, India.

Yours Sincerely,

DocuSigned by:

 4620C661EA37419...

Ashish Mediratta, Associate Vice President – HR

I ACCEPT THIS OFFER OF EMPLOYMENT

Signature: _____

Date: _____



Annexure II
Onboarding Logistics

Welcome to Tata Communications!

We are pleased to have you on board with us and hope that this association will be a mutually enjoyable and enriching one.

Reporting time at Pune office on the day of On Boarding will be 9:00 AM

The Onboarding Process and Induction Programme will take place at Renaissance, Corporate Training Centre, Tata Communications Ltd., Alandi Road, Dighi, Pune – 411 015. Contact No: 020 66153400. Please find attached an Invitation letter from Renaissance and a guide map to reach the venue.

You are required to reach Pune on the previous Sunday evening / night and you can plan your return from Pune on Tuesday evening any time after 6pm. However, if your base location of employment as mentioned on cover page of the offer letter is Pune then you need to directly report on Monday morning at above mentioned venue and time. You are required to arrange for your travel from your current location to Pune and thereafter to your reporting location. You will be reimbursed the cost of the travel at actuals (either IIAC Train Fare or Economy Class Air Fare) subject to submission of tickets.

As a part of the joining formalities, you will be required to complete a set of documentation for various purposes, including those related to a formal verification of educational and employment background which is being done by an independent external agency empanelled for this purpose.

Please ensure to carry the following documents (one set of clear photocopies) with you for submission on your date of joining:

- 1) Copy of offer letter duly signed by employee on each page
- 2) Resignation acceptance / Relieving letter from 2 previous Employers (Email resignation acceptance shall not be acceptable)
- 3) 2 Copies of PAN Card & Aadhar Card (Mandatory)
- 4) Passport copy (if available)
- 5) 3 passport size color photographs (White background only)
- 6) Graduation & Post Graduation (Final year mark sheet/s & Degree Certificate)
- 7) Diploma course/s (if any) (Final year mark sheet/s & Diploma Certificate)
- 8) Professional Certifications (Issued by respective Institute)

We have tied up with HDFC Bank, ICICI Bank & AXIS Bank for direct credit of salaries. In-case you do not already have an account in any of them you will be provided necessary assistance for the same. You must carry an additional passport size photograph and proof of address and identity which may be required to be submitted to the bank.

Best Regards,
Onboarding Team



Bring Your Own Device (Laptop)

As an employee of Tata Communications, you are privileged to enroll for BYOD Laptop scheme on day 1 of your joining. As per the provisions in the BYOD policy, you can bring your own laptop and use the same for delivering your duties at/for Tata Communications. If you opt for BYOD, you will be entitled for cost reimbursement benefits of up to Rs. 50,000/- (Rupees Fifty thousand only) once in a span of 3 years. You can also bring your preowned laptop and enroll the same under BYOD scheme to get cost reimbursement benefits as mentioned in the table below:

"Email approval from the immediate manager and LOB/Function VP or SVP is mandatory for cost reimbursement before opting for BYOD. After obtaining VP approval, employee can purchase a laptop as per the BYOD policy provisions".

Age of Laptop	Eligible for BYOD enrollment	Eligible for Cost Reimbursement?	% Entitlement
<30 Days	Yes	Yes	100% of entitlement or Invoice Value (whichever is lower)
>30 days; <=1 Year	Yes	Yes	66% of entitlement or Invoice Value (whichever is lower)
>1 Year; <=2 Years	Yes	Yes	33% of entitlement or Invoice Value (whichever is lower)
>2 Years; <=3 Years	Yes	No	NA
>3 Years	Yes	No	NA

Minimum specifications of Laptop for BYOD cost Reimbursement benefits are:

HDD: Min 128 GB or higher – recommended 256 GB HDD
RAM: Min 8 GB or higher
CPU: Min dual core 1.5 GH processor or better – recommended Intel i5/i7 5th Gen
Network/WiFi: Dual-band (MIMO 2 x 2), with 802.11ac
Supported O/S: Windows 7.X/MAC X or later versions – Unix/Linux/Solaris are not supported
Hardware Warranty: Minimum 1 years warranty – recommended 3 year warranty

Note:

1. Company provides all necessary software and software support to BYOD users that are required to carry day to day business related activities (e.g. MS Lync, O365 subscription, email account, 1 TB of cloud storage, access to intranet applications and tools).
2. BYOD users are responsible for hardware support/maintenance of their laptop. We recommend to purchase the laptop with required warranty/support package from the sellers to ensure timely support & services in the event of breakdown
3. Support for non Tata Communications applications is provided on best effort basis
4. BYOD users are responsible for procurement and up-keeping of operating system and antivirus software on their laptop to ensure compliance with IT Security policies

In case of any query about BYOD policy, you can write an email to etac@tatacommunications.com



Welcome Note Renaissance

Dear Participant,

Welcome to the Renaissance!

On behalf of the entire team, I am pleased to welcome you to 'Renaissance', the Corporate Training Center of Tata Communications Limited, located amidst the scenic beauty of the Pune City. This city, Pune, derives its name from Punya Nagari, or the city of virtuous deeds.

'Pune' has a reputation for its numerous esteemed colleges and educational institutions. For this reason it is called the Oxford of the East or 'Oxford of India'

What better place than 'Pune' for Renaissance. Our Training Centre is equipped with state-of-the-art classes and a serene environment to give you a truly 'learning' experience.

We have attached a detailed Renaissance guide which will help you understand about Catering, Room facilities, Housekeeping, Laundry, Medical and Sports/recreation facilities.

Please feel free to take the assistance of the Welcome Desk at the Reception. If you wish to talk to me for any assistance please feel free to contact me.

For your convenience we allot rooms in advance to allow you to proceed to your rooms, after your journey, with minimum delay/formalities. We also request you to enter your departure details on arrival so that suitable arrangements can be made in advance, without disturbing you during training.

We have placed a feedback register at the Reception and we look forward to your constructive comments to improve our Services.

It is the endeavor of the entire team here at Renaissance to provide you with a comfortable and enjoyable stay which will be conducive to learning.

I do hope that you have a very pleasant stay with us and welcome any suggestions that you might have.

We hope to exceed your expectations!

Best Regards,
Sujit Kumar



Facilities Provided:

1. Accommodation

The accommodation is provided for participants only, hence family members will not be accommodated. Please register your contact details immediately on arrival.

All participants will be provided with furnished accommodation on a double occupancy basis.

All the rooms are equipped with air conditioners, solar geysers, electric tea kettles etc. Housekeeping will replenish the sachets of tea, coffee, creamers, and sugar on a daily basis.

Smoking is strictly prohibited in the guest rooms, classes and Cafe.

2. Telephone & Broadband

The rooms are equipped with telephone connections where participants can make local calls.

All rooms are equipped with LAN facilities. Additionally the entire training center is Wi-Fi enabled.

3. Mobile Phone & Contact Nos.

Mobile phones are to be kept in the "switch off" or "Silent" mode during training sessions.

To access the Reception Desk: Dial 9 from any Guestroom / Dial

020 – 6615 3400 Or 09 from outside.

4. Dress Code

The dress code is smart business casuals. However you may bring along your sports attire for sports / recreation facilities.

5. Catering

All meals are served in the Cafe on the ground floor of the Renaissance Complex.

Guests are requested to refrain from consuming food and alcohol in their respective rooms and carrying food out of the dining room.

The cafeteria timings are as follows:

Breakfast: 8 am - 9.30 am

Lunch: 1 pm – 2.30 pm

Dinner: 8pm – 10 pm

Snacks: Mid morning & Mid Afternoon cookies & snacks will be served in the cafeteria and outside your respective class rooms

All meals are to be had in the cafeteria and there is no room service arrangement.

6. Vending machines

We have tea/coffee/drinking water machines installed outside the respective class rooms for your use.

You are requested to consume only the bottled water placed in your room/ class room / vending m/c. This is filtered and will be safer to drink than tap water.

7. Housekeeping

This facility shall be provided in all rooms on a daily basis, unless requested otherwise by you.

8. Laundry Service

We have a Laundry Service with delivery the next day. A laundry bag and rate card for this service is placed in your room for your convenience. Please note that dues for laundry may please be cleared directly at the time of accepting the cleaned items.



9. Security

Unauthorized persons are not permitted into the Renaissance guest rooms. We would request you to give us prior intimation in case you are being accompanied by a non-Tata Communications staff member.

10. Medical

First aid facilities are available along with a Doctor-On-Call 24 hours. Please call the reception for any assistance you may require with the same.

11. Sports/Recreation

We encourage our guests to use our indoor and outdoor facilities such as Badminton, Volleyball, Gymnasium and entertainment (television). All indoor facilities are located adjacent to the dining room.

12. Travel

You are required to arrange for your travel at the location point and reimbursed the cost of the travel at actuals subject to submission of bills/Invoice copy.

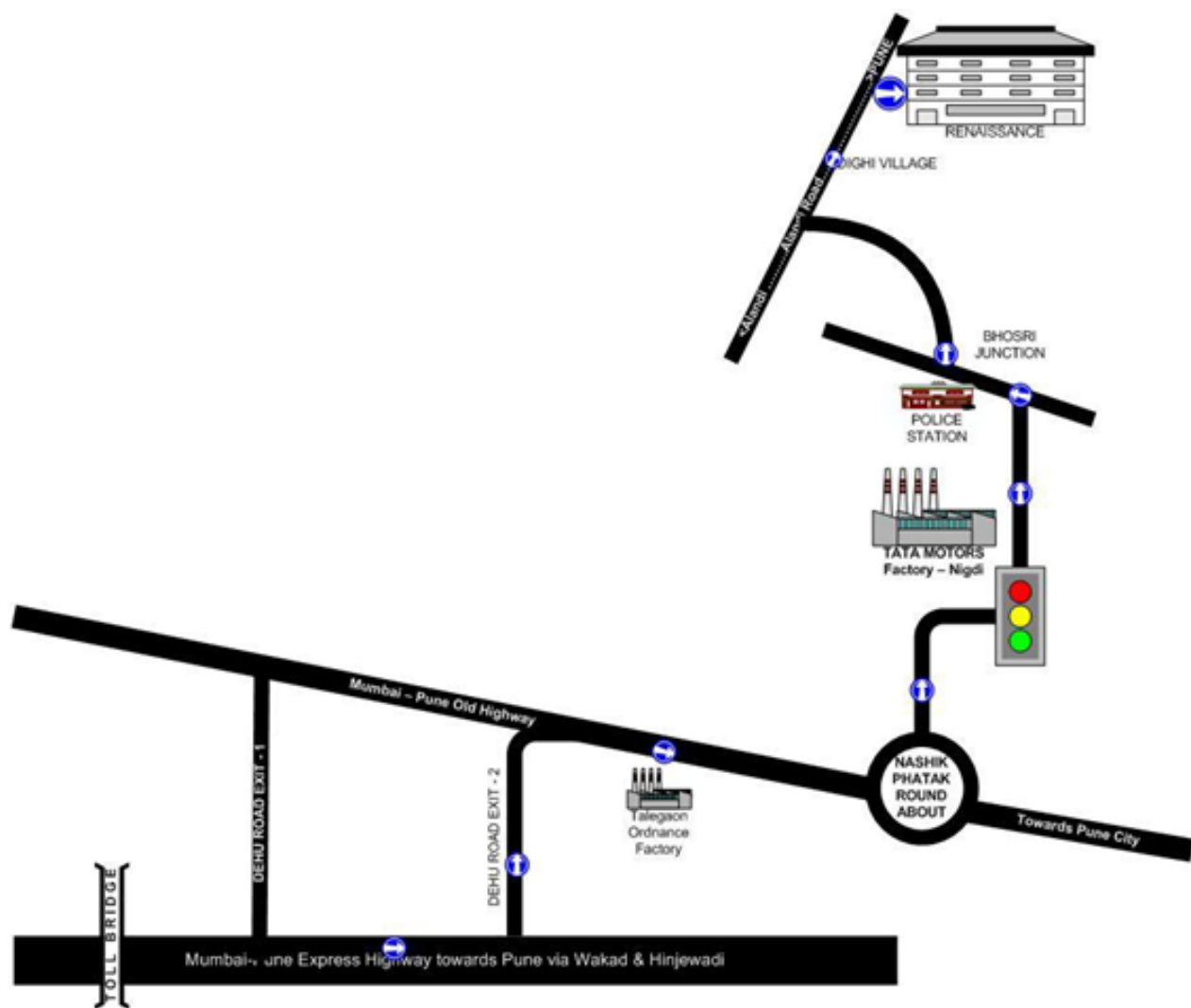
13. Charges

The charges towards the accommodation and the food are part of the training package. All other facilities like laundry, private travel etc. will be charged directly to the participant Personal & Confidential

I



Renaissance_Dighi_Roadmap



Date: 1st September 2023

To,

Ms. Shraddha Patil

Address: A/16 Dr. Dwarkanath Kotnis Nagar Vijapur Road Solapur

Mobile: 9175941717

Email ID: shrubsp198@gmail.com

Dear Shraddha,

Crave InfoTech & Consultancy Services Pvt. Ltd. (The "Company") hereby confirms your Association with Company as **Sales and Marketing Executive** reporting to the respective reporting manager in Crave InfoTech. Your roles and responsibilities are listed in **Annexure I** on the following terms and conditions:

Compensation: Your annual CTC will be **INR 400000/- (Rs Four Lakh Only)** including variable pay of **INR 40000/- (Rs Forty Thousand Only)** as per the details given in the attached Annexure I. This amount is the total Cost-to- Company that will be allocated amongst base salary, allowances, bonus, medical and deductions (Provident fund contribution, Professional Tax and TDS based on the tax slab)

Benefits: As a regular employee of the Company, you will be eligible to participate in the Company's standard employee benefit package. You will be eligible for vacation benefits per company's vacation policy. Your base work location will be **Pune, India**

Probationary Period: You shall initially be under probation for a period of **3 months** from the date of your joining which may be extended in case there is performance issue.

During the tenure of your service with the Company, you are prohibited from undertaking any other employment whether on a full or part-time basis and from engaging in any trade or business or contract or avocation or honorary work anywhere, without the prior permission of the Company. Contravention of this condition will result in termination of your services with the Company without any notice.

- 1) This agreement shall be effective on the first day of association after completion of registration process, and will continue unless sooner terminated in accordance with paragraph 7. We will advise of the joining date when these processes have been completed and establish a start date.
- 2) Associate agrees to devote his or her best efforts to provide services under this Agreement to Client(s) of Company ("Clients") on behalf of Company, in accordance with the Company's reasonable directives as communicated to him/her from time to time. During the term of this Agreement, Associate may engage (with prior written approval of the company) in other business or professional activity provided it is not done during his or her/her normal working hours with Company or at Company or any Client's place of business or with use


Crave InfoTech & Consultancy Services Pvt. Ltd.

📍 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

of any personnel of Company or Client(s), provided also that such activity does not compete or conflict with Company or any Client(s) business.


- 3) Any information, including but not limited to information relating to the business, marketing plans and policies of the Company, its Clients, or affiliates of either, supplied to associate by the Company, its Clients or affiliated, (either directly or indirectly and in whatever form) or developed by Associate in carrying out services under this Agreement shall be deemed to be confidential and proprietary and the property of the Company and its Clients with the exception of information which was already known to associate at the time received by associate from the Company, its Clients or its affiliates (either directly or indirectly), provided Associate delivers conclusive written evidence of such prior knowledge to the Company within 90 Days (Ninety Days) after the information was disclosed to Associate. Not with standing anything to the contrary contained in this agreement, this agreement in no way limits the obligations of Associate as to confidentiality and proprietary rights under any earlier agreement with the Company, its Clients or its affiliates. Associate agrees to execute or otherwise acknowledge any non-disclosure or similar agreement, which any Client requires of Company or its representatives.
- 4) During and after the term of this Agreement, Associate agrees not to use the confidential and proprietary information described in Paragraph 3 for any purpose other than in furtherance of services under this Agreement and not to disclose such information to any third party without the prior written consent of the Company, its Clients or its affiliates, as appropriate. Associate agrees to return all such confidential and proprietary information to the Company, including, but not limited to, records, memoranda and reports, together with all photographic copies, handwritten notes, excerpts or other copies thereof promptly after request by the Company, or, in any event, promptly upon termination of this agreement.
- 5) You will be entitled for provident fund or any other benefits or perquisites as per the HR rules of the company. Income tax and any other taxes levied by the Government of India from time to time, if and when applicable, will be deducted at source from salary. The salary shall be payable every month, by 7th day of the next month.
- 6) Associate acknowledges and agrees that their salary and benefits package is confidential and is not to be discussed with anyone, i.e. client, immediate supervisory or manager and fellow Associates both, and/or Client's, at any time while in the Association of the Company. Discussing any confidential information will be grounds for immediate termination.
- 7) This Agreement may be terminated by either party upon **90 Days** (Ninety days) written notice (including probation period). In the event of termination, and not withstanding any other provision in this Agreement, fees will be paid by the Company only for work or services completed prior to the termination date. If Associate decide to terminatethis agreement before the end of the notice period then he will be liable to pay the penalty equal to the salary of the notice period not served or the damage caused to the company and its clients due to the early termination, whichever is higher. This Agreement may be terminated by Company without notice for cause, including without limitation, a breach of this Agreement or a failure to follow reasonable directives of Company. While on deputation to client project and client gives notice on basis of performance or any other ground then it will be considered as notice form Company as well.
- 8) You may be required to travel within or outside Pune, as per requirements of the work and will be reimbursed for the traveling expenses incurred for office work, as per the company rules. In addition, you shall be reimbursed all expenses such as local conveyance, stationery, telephone etc. which are incurred for the work of the company as per the company travel policy.

Crave InfoTech & Consultancy Services Pvt. Ltd.

 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.


- 9) You shall devote your entire time and attention to the work assigned to you in the course of your Association and will be prohibited to take up any other job or work while you are in Association with the Company.
- 10) Associate shall not disclose/discuss Client names, nature of services performed, or any information developed for Company and/or its Clients, to any one or more third parties, verbally or in writing or in any other form of communication.
- 11) You are expected to follow and maintain the normal code of conduct and working hours. You shall not disclose/leak any information/documents gathered or acquired by you in the course of Association relating to the office work, employer or the Company to any outsider or any unauthorized parties. You will preserve strict confidence about all matters relating directly or indirectly to your work.
- 12) Transferability: You will be **based in Pune office** but you may be transferred at any of the establishments of the Company and your service will be subject to inter establishment transfers temporarily or permanently.
- 13) Hours of Work: You will observe such hours of work, weekly or other holidays as may be observed by the Company office in which you are placed from time to time.
- 14) Associate shall have no authority or capacity to bind the Company, its Clients or affiliates or to act on their behalf, unless authorized to do so in writing by Company.
- 15) Any discovery or invention by Associate arising who partly out of performance of the services hereunder shall be the sole and exclusive property of the Company and shall be disclosed immediately in writing to the Company by Associate. Associate agree, if requested by the Company to assist the Company and/or its Clients, at the Company's or Client's expense and on the Company's or Clients behalf, in the procurement, assignment and protection of the Company's or Client's rights relating to such discovery or invention, including but not limited to the prosecution and assignment of any intellectual property rights relating thereto.
- 16) Associate agrees that during the term of this Agreement and with respect to all interaction with Company's Clients, Vendors and other business associates; Associate will represent himself/herself as a Professional and will conduct himself/herself in compliance with this Agreement and in the best interest of the Company's business.
- 17) Associate understands and agrees that Company has invested substantial time and effort in securing and training Associate and matching Associate with Client. Associate recognizing that irreparable injury will result to the Company and its business in the event of breach of this Agreement, in addition to any other remedies and damages available, the Company shall be entitled to an injunction restraining further violation of this Agreement by Associate, his or her/her partners, agents, employers, Associates and all other persons acting foror with him/her.
- 18) Compensation paid to Associate shall be net of TDS (Tax Deduction at source) based on tax regulations. And will be subject to review/approval of company CA.
- 19) A waiver by either party of any term or condition of this Agreement in any instances shall not be deemed or construed to be a waiver of such term or condition for the future, or of any subsequent breach thereof. All rights, remedies, undertakings or obligation contained in this Agreement shall be cumulative and none of them shall be in limitation of any other right, remedy, undertaking or obligation of either party.

Crave InfoTech & Consultancy Services Pvt. Ltd.

 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

- 20) If any of the restrictions on post-Association competitive activities contained in this Section shall for any reason be held by a court of competent jurisdiction to be Excessively broad as to duration, geographic scope, activities of subject, such restrictions shall be automatically reformed or such restrictions shall be construed so as thereafter to be limited or reduced to be enforceable to the extent compatible with the applicable law as it shall then appear; it being understood that by the execution of this Agreement the parties here to regard such restrictions as reasonable and compatible with their respective rights.
- 21) If and to the extent that any court of competent jurisdiction holds any provision of this Agreement to be invalid or unenforceable in a final non- appealable order, such holding shall in no way affect the validity of the remainder of this Agreement.
- 22) Any notice given to a party under or in connection with this Agreement shall be in writing and shall be personally delivered or deposited in the Indian postal service mail, postage prepaid, by certified mail and return receipt requested, to the party at the address mentioned in the footer of the letterhead (to the company) and at the address mentioned at the beginning of the agreement (to the associate/employee).
- 23) This Agreement shall be governed by and construed in accordance with the law (other than the provisions relating to conflicts of laws) of Pune, India.**
- 24) This letter contains the entire Agreement between Associate and the Company with respect to the transactions contemplated herein, and supersedes all previous written or oral negotiations, commitments, and understandings. Its terms shall not be altered or otherwise amended except pursuant to an instrument in writing signed by each of the parties hereto and making specific reference to this letter. Notwithstanding the foregoing, the obligations of Associate under any existing non-disclosure or confidentiality agreement with the Company and its Clients shall continue.
- 25) After termination of Agreement, Associate agrees that he or she/she will not, directly or indirectly(through partners, agents, employers, Associates or any other persons acting for Associate) during Association with Company and for a period of two (2) years after Association with Company is terminated, solicit, contact, consult with or accept Association from or otherwise do any competitive business with any individual, firm or corporation, partnership, organization or association who was a customer or Client of Company for which Associate was working on behalf of Company and Crave competitors.
Notwithstanding the fore going, Associate's obligations under this Section shall not apply to direct-hire opportunities that are negotiated by and between Company and its Client, on behalf of the Associate.
- 26) In the event that Associate violates the provision of the foregoing anti- competition covenant, the Parties agree that the Associate shall pay to the Company, as liquidated damages for the breach, the sum of Rupees 1000000 (INR Ten lacs) If the breach occurs during the first 12 months of the two year non- competition period and the sum of Rupees 500000 (INR Five lacs) if the breach occurs during the second 12 months of the 2 years period.
- 27) Insurance- Medical insurance as per company policy will be provided.
- 28) If at any time during your employment you are found guilty of misconduct or any wilful breach or continuous negligence of the terms of this Annexure to Appointment Letter or the rules of dereliction of duties or instructions given to you by the company from time to time, the management may terminate your employment with the company. You will be deemed to be responsible for such termination by your misconduct compelling the management to dismiss you from service and shall, therefore, continue to be liable for all losses and damages to the management.

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29) At the time of your release from service by retirement, resignation, termination, dismissal or for any other reason, you shall produce, no-due certificates from all applicable departments of the company, for having duly accounted for all monies and advances from the company, outstanding payment collection, the return of all company store and other materials, I.D. cards, company stationery, catalogues, manuals, literature etc. and movable and immovable properties such as motor vehicles and residential premises belonging to the company. On your acceptance of the above terms and conditions, please return the duplicate copy of this letter signed by you.

30) Please be advised that Crave InfoTech & Consultancy Services Private Limited requires that its policies and procedures are followed very strictly. Confidentiality is one of our principal policies. Your compensation information including salary, salary adjustments and related information are Crave InfoTech & Consultancy Services Pvt Ltd confidential information. You shall not share this information with co-workers and/or anyone inside Crave directly or indirectly by any means (verbal or written etc.). In the event of violation of this policy and if the company gets information that leads it to believe you have shared any such information, you may be subjected to disciplinary action up to and including immediate termination with no benefits. Crave InfoTech & Consultancy Services Pvt Ltd appreciates your interest in our company and welcomes you on board!

Please indicate agreement to the above terms by signing and returning the enclosed duplicated original of this Letter Agreement.


For Crave InfoTech & Consultancy Services Pvt. Ltd.

Employee/Associate

Manager - HR
Date: 01/09/2023

Agreed to and accepted this
Date: 01/09/2023

Crave InfoTech & Consultancy Services Pvt. Ltd.

 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

Annexure I

Ms. Shraddha Patil has been appointed by Crave InfoTech and Consultancy Services Pvt. Ltd. to perform the role as **Sales and Marketing Executive**. The working hours will be determined by the management as per the company requirement.

Responsibilities:

Your KPI's and KRA's are listed below. Please note these may change on an annual basis.

Cost to Company Breakup (Per Annum in INR):

Salary Components	Details	Monthly	Yearly
Fixed Component- A			
Basic Salary	40% of CTC	12000	144000
House Rent Allowance	40% of Basic Salary	4800	57600
Conveyance	Rs 1,600 / Month	1600	19200
Medical Reimbursements	Rs 1,250 / Month	1250	15000
Internet allowance	Rs 1000/ month	1000	12000
Employer's Contribution to PF	P.F. (As per government rule)	1440	17280
Special Allowance	Balancing Figure	7910	94920
Gross Earning		30000	360000
Variable Component - B			
Annual Bonus	Paid as per individual contractual agreement	0	0
Performance Bonus	Paid as per individual contractual agreement	3333	40000
Allowance	Paid as per individual contractual agreement	0	0
Total Annual CTC		33333	400000
Deductions			
Total Contributions to PF	PF (As Per Government Rule)	2880	34560
Gratuity	As per the Gratuity Act	577	6923
Professional Tax	PT (As Per Government Rule)	208	2500

Please Note - Take Home salary is subject to PF, PT, TDS & Other Required Deductions as per Government Rules

Crave InfoTech & Consultancy Services Pvt. Ltd.

Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

Start date: 05/09/2023

Notice period: 90 Days

***As a standard procedure, we request you to use your own system/laptop for company use w.e.f. your date of joining.**

***This agreement of services is valid subject to submission of all required documents & authenticity of the provided documents.**

Confirmation of Agreement

For Crave InfoTech & Consultancy Services Pvt. Ltd.

Employee/Associate

Manager - HR
Date: 01/09/2023

Agreed to and accepted this
Date: 01/09/2023

Crave InfoTech & Consultancy Services Pvt. Ltd.

📍 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

- **PAN Card No.:** - GPIPP8231K
- **Date of Birth:** 24/02/2000
- **Address:** A/16 Dr. Dwarkanath Kotnis Nagar Vijapur Road Solapur
- **Contact Details:** 9175941717
- **Name of Nearest Relative with contact details:** Smita Patil (Sister), 7038681177

RE: List of SMI Students - KENT RO SYSTEMS LIMITED // Interview scheduled - tomorrow at 11:00am.

Sourabh <sourabh1@kent.co.in>

3 January 2023 at 12:31

To: Director CPC Placement <directorcpc.placement@sinhgad.edu>

Cc: Sheetal Jadhav - Gaikwad <sheetaljadhav0607@sinhgad.edu>, Virendra Pratap Singh <vpsingh@kent.co.in>

Dear Team,

Please find below the feedback –

Ashutosh Sonawane – Selected for Nandurbar

Pramod Doke – Selected for Latur

Saurabh Pawar – Selected for Jalgaon.

Please share their resumes + adhar card. Post that we will send aptitude test link.

1. Joining and Training program will be for 2 weeks at HO (Noida E6).
2. Their Eligibility is for 2nd and 3rd AC train tickets. This will get reimbursed after joining.
3. Accommodation will be provided by Kent. Food expenses will be borne by Trainees
4. Also some joining dates have been decided as mentioned below. I would request you all to please consider these dates keeping in mind their exams and inform students to join on these dates only.

16th January-202306th February-202320th February-202313th March-202327th March-2023

From: Sourabh

Sent: 03 January 2023 11:10

To: 'Director CPC Placement' <directorcpc.placement@sinhgad.edu>

Cc: 'Sheetal Jadhav - Gaikwad' <sheetaljadhav0607@sinhgad.edu>; Virendra Pratap Singh <vpsingh@kent.co.in>

Subject: RE: List of SMI Students - KENT RO SYSTEMS LIMITED // Interview scheduled - tomorrow at 11:00am.

Please confirm they are joining or not?

Name
Prathamesh Pawar
vaibhav Bhagwan Gosavi

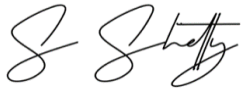


Apprenticeship Offer cum Appointment Letter**Date: Oct 25,2023****Candidate Name: Mr. Sahil Raghuwanshi****Candidate ID: 1914035****Address: 574, Manodatta, Pardeshipura, Nandurbar - 425412, Nandurbar-425412, Maharashtra, India****Dear Sahil,**

Congratulations!!!

We are extremely pleased to extend a warm welcome to you from the eClerx family, under the Apprenticeship program. Your designation under the Customer Operations Vertical would be an Analyst. Your functional title will be "**Analyst**". We wish you a successful and professionally enriching experience with us.

Please find attached the additional terms and conditions under the Program which is to be treated as an integral part of your Apprenticeship contract (hereinafter referred to as "**Contract**"). Please return a duly signed duplicate copy of this letter for our records. Your HR Business Partner will soon reach out to you for an introduction. Should you have any queries or concerns, they will be glad to assist you. Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy, and exciting association with you.

Regards**Offered By: Sagar Shetty****Designation: Program Manager– Human Resources**

Date: Oct 25,2023

Dear Sahil,

We are pleased to appoint you as **Analyst** under the Apprenticeship program. Your training with us will commence on "**Oct 26,2023**" and will continue until "**Apr 25,2024**".

Apart from the other policies binding upon you during your tenure with the company, the general terms and conditions under the Program are as follows:

1. Work Location

1.1. Your initial work location will be **Pune**. Though you have been engaged for a specific position and location, the Company reserves the right to transfer you, with reasonable notice, to any other location, department, establishment, or branch of the Company / group / affiliates as the Company may deem fit including new locations to be set up in future. You shall be bound by the policies, rules and regulations of the office at the location you are posted in at any given point in time.

1.2. In the event of your voluntary resignation / termination of the Program with the Company from your date of relocation / transfer within a stipulated time period as mandated by the relevant transfer policy, if applicable; you shall be liable to pay to the Company, all the expense incurred towards movement of your household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer including cost incurred by Company on account of your training.

2. Background Verification

2.1. Your appointment as an Analyst under the Customer Operations Vertical is contingent upon successful verification of all documents and information provided by you as a part of your joining process.

2.2. The Company reserves the right to end this employment agreement with you with immediate effect and without any liability, should the results of your background investigation be negative. The HR team will contact you as soon as there is any insufficiency / discrepancy identified in your background check process.

2.3. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. If the reports of such testing are found to be positive, the organisation withholds the right to initiate suitable action against you, including immediate termination of services.

2.4 Your offer of employment will not be valid if you are unable to provide all the mandatory documents on or before your Date of joining.

3. Remuneration, Benefits & Privileges.

Please refer to Annexure I for details on your remuneration and benefits applicable during

your training period.

4. Training

4.1 The tenure period, as stated in this Contract, constitutes your training period, the successful completion of which would determine the completion of your duration under this Program.

4.2 Notwithstanding the above mentioned clause, the Company reserves the right to put you under a training program with a different training period, as per the requirement of the specific business, the successful completion of which would determine the completion of your duration under the Program.

4.3 There will be multiple assessments conducted at periodic intervals during your training period. In the event of you being unsuccessful on assessment parameters as defined by the Company during or after the training period, the Company reserves the right to terminate your Contract under the Program with immediate effect, with a 30 days' notice period. Without prejudice to clause no. 4.1 and 4.2 as mentioned above, the Company may, during the period of training, terminate the Contract without any notice or payment in lieu of notice should you be found guilty of violation of any of the Company's policies or breach of Code of Conduct, which may not be conducive to the Company or its reputation.

4.4 After the completion of the aforementioned training period, the Company, at its sole discretion and depending on business requirements, may absorb you on its regular roll, depending upon your assessment parameters and on-the-job performance. The compensation structure that will be applicable in the event you are absorbed on the regular rolls of the Company will be as per Annexure 2.

5. Domain-based Specialized Training

5.1 You may be required to undergo designated specialized trainings, as required under the Program. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product expertise, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as you.

5.2 Further to the above clause, you may be required to enter into a service agreement with the Company on successful completion of your training period and being absorbed as a permanent employee. The details of such Agreement, as applicable, would be conveyed to you.

6. Leaves

6.1 During your tenure and training period under the Program, you would be eligible for 2 (two) leaves per month. All leaves applied for, will need to be approved by the reporting manager well in advance. Any unapproved leave will be treated as loss of pay and repetition of such instances will attract action in line with the leave policy. The leave process shall be guided under the Leave policy of the Company.

6.2 You are required to acquaint yourself with all the rules and regulations pertaining to leave and attendance upon joining the Company, in order to avoid such instances.

7. Separation

7.1. The Contract can be terminated by the Company, by giving you a notice of 30 days or payment in lieu of notice period. Payment in lieu of shortfall of notice period will be equivalent to monthly total fixed stipend earned for an equivalent period of time.

In case you decide to terminate your Contract with the Company, you may do so by serving Company with **30 days** written notice of termination, provided you terminate your Contract with the Company within five months of your joining the Company. However, if you decide terminate your Contract in the last month of your apprentice tenure, then in that case, irrespective of date of your termination notice, your Apprenticeship term with the Company shall expire on the last working day as determined from your above mentioned date of joining the Company and not by date of your termination notice. The company may waive off the notice period requirement, at its own prerogative and require you to compensate for the shortfall of notice period.

7.2. Without prejudice to any clause in this Contract, the Company also reserves the right to terminate your Contract under the Program for reasons mentioned below, with immediate effect, without any payment in lieu of notice period, whereupon your training period would cease immediately and you shall have no claim, whatsoever, against the Company for damages or otherwise by reason of such determination.

For the purposes of this Clause 7.2, 'Reason' shall mean as under:

- a. Negligence or misconduct by you in complying with your duties, responsibilities, obligations and / or covenants or undertakings, which are either incapable of remedy or otherwise not remedied by you within 30 (thirty) days of a written notice being serviced on you by the Company stating the breach; or
- b. You becoming unable, for any reason whatsoever including the imposition of any court order, to efficiently perform your duties hereunder for 60 (sixty) working days in aggregate in any period of 12 (twelve) consecutive months; or
- c. You becoming of unsound mind; or
- d. You are convicted of a criminal offence;
- e. You becoming bankrupt or compound with all your creditors or enter into any deed of arrangement with all your creditors; or
- f. You committing breach of any of your duties or obligations under the Contract; or g. You refusing or neglecting to comply with any lawful and reasonable orders or directions given to you by the Company; or
- g. You are guilty of any misconduct whether or not in the performance of your duties or commit any act which in the opinion of the Company is likely to bring the Company or any of its officers or other employees into disrepute whether or not such act is directly related to the affairs of the Company; or
- h. You becoming prohibited by law or any order from any regulatory body or government authority from being an employee of the Company; or
- i. You are unable to achieve and maintain a satisfactory level of performance and produce the desired results in your performance which are the requirements for meeting your job responsibilities; or
- j. Causing damage to company's property; or
- k. Going on or abetting a strike in contravention of any law for the time being in force; or

- l. Committing theft, fraud, or dishonesty; or
- m. You being found guilty of any unlawful activity, including but not limited to threatening employees, security breaches, harassment, including sexual harassment, etc.
- n. For violating the Company's Code of Conduct and ethics, which goes against the ethos of the Company.

The list above is illustrative and by no means exhaustive. The company further reserves the right to add/amend this list without prior notice, within reasonable limits.

7.3. In the event of continued absence of 3 (three) consecutive working days from work without prior sanction of leave or on remaining absent beyond the period of leave originally granted or subsequently extended, you shall lose lien on your appointment and your name will be struck off from the roll of the Company, treating you to have abandoned your employment as you do not have interest in the Program offered by the Company.

7.4 On termination of your Contract, all work carried out by you – both in physical and digital form – during your employment, shall be immediately returned forthwith to the Company, without exception and with no copy (either part or whole thereof) retained by you in any form.

7.5 When your training under the Contract / Program with the Company ends, for whatever reason, you will promptly deliver to the Company all originals and copies of all documents, records, software programs, media, and other materials containing any confidential information. You will also return to the Company all equipment, files, software programs, and other personal property belonging to the Company and complete the due handover process during the notice period that you are required to serve by the Company. In the event of your failure to do so, you shall be liable to face legal proceedings and compensate the Company for any material loss of business, as determined by the Company at its sole discretion. The Company may withhold your exit clearance and / or full-and-final settlement on account of your breach of the Company's rules and regulations and until it is able to recover the losses incurred by it.

8. Working Hours

The training hours applicable to you will be the same as are observed, depending upon your process and program. The initial shift, location, or program allotted to you may change at any time during the period of Apprenticeship, as decided by the Company's management.

9. Conflict of Interest

9.1. During your service with the company you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business. You will not take up any other work for remuneration (part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any trade or business, during your employment with the Company. This restriction applies whether or not the other activity is of a similar nature to or competes in any material respect with any of the businesses of the Company.

9.2. You will not seek membership of any local, public or political bodies or undertake any other business, assume any public office, honorary or remunerative, without the specific written permission of the HR Head. In the event of your becoming member of any local or public or political bodies or undertaking any business, assuming any public office without following due process as prescribed by the Company, you shall be deemed to have contravened the terms and conditions of employment and the Company reserves the right to take appropriate action as it deems fit including

forthwith terminating your contract with the Company.

9.3. In case you join or are transferred to the Financial Markets vertical, you may be required to disclose the details of Demat / Trading account(s) held by you and your family members to meet the compliance requirements of the client.

10. Non – Disclosure

10.1. You hereby agree to sign and enter into a Non-Disclosure / Confidentiality Agreement on your date of joining or at any time thereafter in the format prescribed by the Company. You further agree that you shall keep the Company's Confidential Information (as defined in the Non-Disclosure / Confidentiality Agreement), whether or not prepared or developed by you, in the strictest confidence.

10.2. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and the Company will automatically be indemnified against any breach thereof.

11. Non-Solicitation of Employees and Clients and Non-Compete

11.1. During your tenure with the Company, thereafter immediately following the termination of your contract / end of the Program with the Company for any reason, you shall not:

- Undertake and ensure that directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment with the Company.
- Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company.
- Join the services or be associated with any former employee of the Company who is undertaking any activity competing with the business of the Company.

12. Jurisdiction

In case of any dispute or difference arising out of or under this contract, resulting into any proceeding before any Authority, Courts etc. in respect of this contract, the same will be subject to the jurisdiction of Mumbai.

13. Applicable Company rules and regulations

You will be governed by the Company's rules and regulations and practices as enforced from time to time on matters whether specified herein or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. Company's decisions on all such matters shall be final and binding on you.

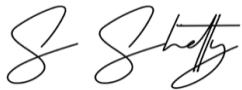
14. Change in Terms and Conditions of your employment

The Company reserves the right to change the terms and conditions of this letter, which would be intimated to you either through changes in the Company's policies or through an amendment to your Contract, or through other means of communication, which would purport to amend the said terms of your Contract.

Your Apprentice appointment is contingent upon successful completion of background check; documents submitted by you will be sent for necessary verification and authentication to the background verification agency.

If the terms and conditions offered herein are acceptable to you, please return the acceptance copy to the undersigned, duly affixing your full signature on the last page and initials on the remaining pages.

Regards

A handwritten signature in black ink, appearing to read 'S Shetty', written in a cursive style.

Offered By: Sagar Shetty

Designation: Program Manager– Human Resources

ANNEXURE I**Stipend and Benefits Applicable During the Contract Period****1. Stipend**

Your stipend will be Rs. 20,100 per month for the duration of your training. This stipend is comprehensive and all-inclusive, and hence it shall be deemed to include all the liabilities of the Company.

The Company will deduct taxes or statutory payments from the stipend, as prescribed by the law of this country from time to time.

2. Benefits**2.1 Group Medical Insurance**

- You are eligible for a floater medical insurance cover of INR 100,000 which covers your spouse, up to 2 children and yourself.
- The insurance is inclusive of pre-existing disease cover from the date of joining.
- You may also opt for an additional cover for your family, including your spouse, up to 2 children and parents / parents-in-law, post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.

2.2 Group Personal Accident Insurance

- You are covered for an amount of INR 300,000 under the Group Personal Accident Insurance Policy.
- The policy covers disablement (temporary and permanent both) and death caused due to accidents.

2.3 Life Insurance

You are covered by a term life insurance cover of INR 500,000 under the Group Life Insurance Cover Policy

2.4 Transport

The Company offers subsidized transport to all its employees, basis the local transport policy. Should you wish to avail it, an amount of INR 1,400 will be deductible from your fixed stipend every month.

**Offered By: Sagar Shetty****Designation: Program Manager – Human Resources**

Accepted by: _____

(Name and Signature)

Date:



Reference: Persistent/Academic Intern/2163434/0.2

**Internship Offer Letter
Confidential**

14th February 2023

Miss Nandini Rajurkar
2nd Last House, 1st Lane From KGN Ayurvedic Clinic, Near Stanza Living, CNG Pumpbehind Katraj dairy
near narayani dham mandir , Katraj pune, Shriram Nagar, Dhankawadi, Pune, Maharashtra 411046, India
Pune 411046

Dear Nandini,

Subject: Your engagement as an Academic Intern with Persistent

With reference to your application for industrial training with us, and the subsequent selection process, we are pleased to inform you that you have been selected as **an Academic Intern** at grade **0.2** with Persistent Systems (Company). This offer is made to you as part of your Academic Curriculum.

The duration of the internship will be for a period from February 15, 2023 to August 14, 2023.

During the internship period you will be paid a consolidated monthly stipend of Rs. 15,000 per month. You will also be eligible for benefits such as free lunch, snacks, tea and coffee during your internship period.

All terms and conditions in this document, read with any other document specifically referred herein and incorporated hereto by such reference, collectively shall constitute the entire understanding between the Academic Intern and the Company.

Company does not assure you or commit (a) any extension of this internship beyond the period stipulated under this letter and/or offer you employment with Company and/or absorb you as an employee of the Company in future. Unless otherwise specifically agreed in writing by Company, there shall be no employee-employer relationship between you and Company.

1. Working days

Normal working days for Company are Monday through Friday. Company observes Sunday as a compulsory weekly off and Saturday as the other weekly off day. The normal working hours are forty five hours per week.

2. Holidays and Leaves

You will not be eligible for any leave or compensatory off during internship period.

3.Termination of Internship

The internship can be terminated with one week notice or stipend (if you are eligible for stipend under this letter), in lieu of the notice period on either side.

The Company can terminate your internship without any notice period in case the internship is terminated on grounds of:

- i. Breach of confidentiality or IP related obligations
- ii. Violation of law
- iii. Gross Misconduct
- iv. Material breach of Company policy.

In such event, the Company will not be liable to pay stipend (if payment is otherwise stipulated in this letter) in lieu of notice period.

In case the last day of your internship falls on a non-working day, your last day of internship shall be the immediate previous working day.

The internship period can be terminated by whatsoever reasons by either party by giving one week notice period.

4. Dispute Resolution

In case of any dispute or disagreement in relation to the terms of this offer or matters connected thereto, you agree to negotiate in good faith to resolve such dispute or disagreement. In case you and Company fail to settle the dispute/ disagreement amicably, the same may be exclusively referred to arbitration in accordance with the provisions of Arbitration and Conciliation Act, 1996 at Pune. Each party shall bear its own costs for arbitration.

Please contact **Rajeshwari Joshi** (Ph. No.020-66965038) on the date of joining. We request you to report at 9 am at the address mentioned below for completion of joining formalities.

Pune
Rigveda-Yajurveda-Samaveda-Atharvaveda Plot No. 39, Phase I, Rajiv Gandhi Information Technology Park,Hinjawadi,Pune, Maharashtra, India 411057.

5. Documents required at the time of joining

At the time of joining, the following original certificates/documents along with one photocopy should be furnished.Original certificates/documents will be returned to you after verification.

Sr. No	Description
1	Certificates of educational qualification - SSC (10th Equivalent), School leaving, HSC (12th equivalent).
2	Certificate of Graduation/Post Graduation and Mark Sheets
3	2 recent passport size color photographs
4	Photo-attested bonafide certificate from college Principal

We welcome you to the Persistent family and look forward to a mutually fulfilling association.

**Yours sincerely,
For Persistent Systems Ltd**

**Kalpana Kudlingar
Head - Campus Talent Acquisition**

Acceptance of the offer

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 letter as a token of me having accepted the offer and 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 the Company on February 15, 2023.

Date:

Signature:

Name:

Persistent Systems Limited, Bhageerath, 402, Senapati Bapat Road, Pune 411016 | Tel: +91 (20) 670 30000 | Fax: +91 (20) 6703 009 CIN – L72300PN1990PLC056696

Persistent Systems Inc., 2055 Laurelwood Rd., Suite 210 Santa Clara, CA 95054 USA | Tel: +1 (408) 216 7010

Persistent Systems France SAS, 1 rue Hector Berlioz, 38600 Fontaine, France | Tel: +33 (0) 4 76 53 35 80

LETTER of INTENT

D
ate – 29
Decemb
er 2022

Pune

Dear shubham sudhakar Rao Rajurkar,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

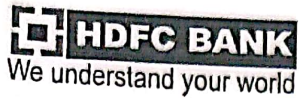
The final offer shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree and the minimum passing percentage/ grade/ rank/ class as determined by the Company.

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [≤kartikeyasati.pansa@hcl.com>](mailto:kartikeyasati.pansa@hcl.com)



HDFC Bank Limited
HDFC Bank House,
Senapati Bapat Marg,
Lower Parel (West),
Mumbai - 400 013.

HDFC Bank Ltd.

Applicant No.80068199

Name : Swaraj Popatrao Raskar		
Grade : Trainee		
Vertical : RETAIL BRANCH BANKING		
Location : Pune		
Contact No : 9561680141		
	Per Month (Rs)	Per Annum (Rs)
Base	6,535	78,420
Allowance	9,700	1,16,400
Medical	1,250	15,000
Conveyance	1,600	19,200
Lunch Allowance	910	10,920
Provident Fund		21,600
Gross	19,995	2,61,540

Welcome to the HDFC Bank family.

Applicant No. 80068199

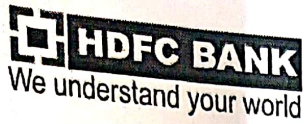
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www.hdfcbank.com

Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013.

Corporate Identity No.: L65920MH1994PLC080618





HDFC Bank Limited
HDFC Bank House,
Senapati Bapat Marg,
Lower Parel (West),
Mumbai - 400 013.

Personal & Confidential

80068199

Swaraj Popatrao Raskar
Pune

Dear Swaraj,

Further to the interview and discussion you had with us, we are pleased to offer you the position of **CUSTOMER EXPERIENCE EXECUTIVE-HNW** in HDFC Bank subject to the following terms and conditions:

Compensation:

Your annual compensation package will be as set out below:

Base salary	: Rs. 78,420/- p.a.
Allowance	: Rs. 1,16,400/- p.a.
Medical	: Rs. 15,000/- p.a.
Conveyance	: Rs. 19,200/- p.a.
Lunch Allowance	: Rs. 10,920/- p.a.
Provident Fund	: You will be covered under the Provident Fund Act. The Bank shall contribute 12% of your base salary towards provident and pension funds in accordance with applicable laws.

Training Period:

The duration of your training will be for a period of twelve months from the date of joining. It is at the sole discretion of the Management to extend the period of training or modify/alter the terms of this contract on the basis of your performance, suitability and/or for any other reason/s whatsoever, on such terms and conditions as determined by the Bank.

Location:

Your initial place of posting will be **Pune**. Your final place of posting will be intimated to you subsequently. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

Termination of Contract:

This contract can be terminated by the Bank or by you at the discretion of the management, either by giving one month's notice in writing or one month's emoluments in lieu of notice.

Applicant No. 80068199

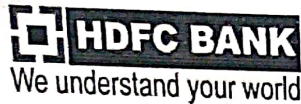
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Corporate Identity No.: L65920MH1994PLC080618





HDFC Bank Limited
HDFC Bank House,
Senapati Bapat Marg,
Lower Parel (West),
Mumbai - 400 013.

Secrecy:

It is a condition of your training that you will not, for whatever reason, divulge without express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your training with the Bank.

Alternative Employment:

During the course of your training with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank.

Maternity Benefits:

- a) All women employees of the Bank, irrespective of their tenure shall be eligible for Maternity Leave. The Bank shall allow 26 weeks of paid Maternity leave to its women employees, of which, not more than 8 weeks to precede the date of her expected delivery. The maximum period entitled for maternity benefit by a woman having two or more than two surviving children shall be 12 weeks of which not more than 6 weeks shall precede the date of her expected delivery.
- b) The employee shall be also eligible for leave with pay for a period of 6 weeks in the event of a miscarriage or medical termination of pregnancy.
- c) In case of tubectomy operation, a woman employee is entitled for leave for a period of 2 weeks immediately following the day of her tubectomy operation.
- d) The Bank shall additionally provide leave with pay for a maximum period of one month for Illness arising out of Pregnancy, delivery, premature birth of the child, miscarriage, medical termination of pregnancy or tubectomy. This benefit is allowed subject to production of Medical Certificate.
- e) A woman employee who legally adopts a child below the age of three months or a commissioning mother, shall be entitled to maternity leave with pay for a period of 12 weeks from the date the child is handed over to the adopting mother or the commissioning mother, as the case may be. The maximum period of maternity leave entitled to a woman employee legally adopting a child of over three months old and below the age of 6 years shall be eight weeks.
- f) In cases where a woman employee is not able to resume her duties at the end of Maternity Leave on account of medical / health reasons, she may be allowed to work from home for a period not exceeding 30 days subject to approval of concerned Group Head and CHRO provided the nature of work is such that she may work from home.

Creche facility:

- a) The Bank will provide crèche facility in line with regulatory guidelines. The offices /locations where such facilities would be made available and the applicable terms and conditions would be notified in the Employee Portal of the Bank.

Applicant No. 80068199

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Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013.

Corporate Identity No.: L65920MH1994PLC080618





HDFC Bank Limited
HDFC Bank House,
Senapati Bapat Marg,
Lower Parel (West),
Mumbai - 400 013.

Conditions Precedent:

The offer is made to you subject to the following pre-conditions:

- a) The Bank receiving attested copies of all your degrees, professional qualifications certificates and documents of scholarships/prizes won, if any.
- b) Your successful completion of Graduate/Post Graduate/Professional course which is currently ongoing for which you have been interviewed and offered.
- c) The Self Declaration given by you in respect of your medical fitness is in order.

The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

Kindly note that you are required to join the Bank as per the joining date agreed basis our discussion not exceeding 90 days or in case you are not in employment with another employer including a fresher, 15 days from the issuance of the letter. You are required to give acceptance of the offer & above terms and conditions of employment immediately on receipt of this offer letter. This offer letter will be valid for a maximum of 90 days or 15 days, as the case may be, from the date of this letter. Please note that, the Bank hereby reserves the right to enquire or ask the documentary proof of your current employment and you shall furnish the same forthwith upon Bank's demand.

This Offer has been extended to you basis your representation, information and details provided by you during the interview and subsequent to your submitting of your personal information, requisite details, documents, educational qualification and work experience certificates, etc. uploaded by you on HDFC Bank Career Site/ E-Rec portal for seeking an employment with HDFC Bank. By accepting this Offer, you confirm that all the details filled in and the documents uploaded on HDFC Bank Career Site/ E-Rec portal are true and correct. In case any discrepancy is found in the information and details provided by you at any stage of your association with HDFC Bank, HDFC Bank reserves its right to take appropriate action against you at Bank's discretion.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

Yours truly,

For HDFC BANK LIMITED

Applicant No. 80068199

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www.hdfcbank.com

Regd. Office: HDFC Bank Ltd., HDFC Bank House, Senapati Bapat Marg, Lower Parel (West), Mumbai - 400 013.

Corporate Identity No.: L65920MH1994PLC080618





Ref.: DNL / HR / OFF / 2021 - 2022/ 4

Date: - 14th April, 2021

Mr. Sumedh Sadavarte
Flat A908
Nirman Ajinkyatara,
Pune
Maharashtra.

Sub : Offer Letter :Executive – Technical Services

This has reference to your application for the above position and the subsequent discussions held with you on the subject.

We are pleased to offer you the position of **Executive – Technical Services (Grade M07)** in our company. This position will be based at **Nandesari Vadodara**. As discussed, your total compensation shall be **Rs. 4.30 Lacs** per annum.

You are further advised in your own interest to submit resignation letter.

We expect that you shall join our Organization on or before 04th May, 2021 failing which this offer shall stand withdrawn.

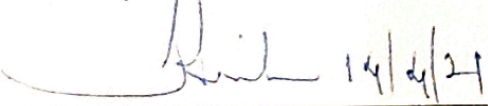
A detailed Appointment Letter shall be given to you upon your joining the organization. Please bring following documents in original and two copies (self-attested) along-with you at the time of joining –

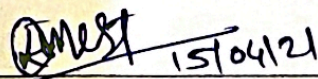
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|--|---|
| 1. All Educational qualification certificates | 6. PAN Card, Passport and Driving License. |
| 2. Certificate of date of birth | 7. PF Number (If available) |
| 3. 4 recent colored passport size photographs | 8. Recent form 16 from existing employer |
| 4. Relieving & Experience Letter of all previous organizations | 9. Current Bank Account details either ICICI/BOB/SBI. |
| 5. Last Salary slip of previous organization | 10. Original Medical Form Duly filled and attested |

In case you need any further information, or you have any query, you may kindly contact the HR Dept. We welcome you to Deepak Nitrite family and look forward to your joining us at earliest.

Thanking You.
Yours faithfully,
For Deepak Nitrite Limited,

Read and accepted


Harshpalsingh Jadeja
Head HR


Signature of candidate
Name: Sumedh N. Sadavarte.
Date: 15/04/2021

DEEPAK NITRITE LIMITED

CIN: L24110GJ1970PLC001735

Nandesari Division : 4/12, GIDC Chemical Complex, Nandesari-391 340. Gujarat, India.

Tel: +91 265 284 0641/46, 260 1200 | Fax: +91 265 284 0231

Registered & Corporate Office: Aaditya-I, Chhani Road, Vadodara-390 024. Gujarat, India.

Tel: +91 265 276 5200/396 0200 | Fax: +91 265 276 5344

Investor Relations Contact: investor@godeepak.com

www.godeepak.com

Offer Letter

Dear Ankit,

This is in reference to your application with us for the position of **Associate- Business Development** with **SEEDWILL CONSULTING PRIVATE LIMITED** for **Pune** Location.

We are pleased to confirm the offer of employment for the above position on terms and conditions mutually discussed and agreed. Your Date of Joining will be **3rd Oct, 2023**. Your Total Annual Remuneration would be **INR 5,55,500 Annually**.

You are required to submit copies of the following documents on the DOJ:

- Passport size photographs
- Pan Card
- Aadhar Card
- Service Certificates of last two employments
- Educational Qualification Certificates
- Relieving letter and Experience Certificate from your present employer
- Copy of permanent and temporary address proof
- Scanned Copy of your Cancelled Cheque

Terms & Conditions of Employment

- Your work in the organization will be subject to the rules and regulations as laid down in relation to conduct, discipline and other matters. You will always be alive to responsibilities and duties attached to your office and conduct yourself accordingly. Policies or Procedures will be issued by the company from time to time and will be auto accepted.

We shall appreciate your confirmation of acceptance on the above mention terms & conditions in next 48 Hours.

We are excited to have you in our team! Please feel free to reach out to us for any concern.

Please Note- This offer and your employment is conditional upon positive past employment verification. The Company reserves the right to withdraw this offer in case of unsatisfactory background verification.

Thanks & Regards,

Roma Lall
Lead - HR
SEEDWILL CONSULTING PVT LTD

ANKIT J. SAKHARE





Private and Confidential

Addressee Only

MAYUR SALVE

Ashirwad Building, Nearr Mahindra Market, Nilgiri Road, Katraj

Pune

411046

India

April 17, 2023

Dear MAYUR,

We are delighted to formally offer you employment with Alliance Bernstein Business Services Private Limited ("ABBSPL" or "**the Company**") on the following terms. The Company reserves the right to transfer you to a group company of Sanford C. Bernstein (India) Private Ltd. You will be given reasonable notice of any such change.

This letter constitutes your employment contract. Other terms and conditions applicable to your employment can be found in the Employee Handbook and on the Human Capital Intranet, which may be amended by the Company from time to time. Neither the Employee Handbook nor the Human Capital Intranet form part of your employment contract, although they may contain policies with which you are required to comply.

All compensation and benefits mentioned in this letter are contingent upon your continued employment with the Company and are subject to appropriate withholdings.

This offer is subject to our receiving satisfactory confirmation of your academic, prior employment, and other references. Your employment is subject to our determination that your duties at Alliance Bernstein will not violate any agreements you may have made with any previous employer.

1. JOB TITLE

- 1.1 Associate Portfolio Manager - Analyst. The Company reserves the right to change job titles and duties as necessitated by business needs upon giving you reasonable notice.

2. COMMENCEMENT OF EMPLOYMENT

- 2.1 Your employment with the Company shall commence on or around June 5, 2023, and shall, subject to the provisions hereinafter contained on earlier termination, including but not limited to **clause 11**, continue until terminated by either party giving to the other not less than 3 months' prior notice in writing.
- 2.2 You will be expected to work such additional hours as may be required to fulfil your responsibilities. There will be no additional payment or time off in lieu for hours worked in excess of your normal



hours of work. The Company reserves the right to change your normal hours of work according to the requirements of its business upon giving you reasonable notice.

3. **WORKING LOCATION**

- 3.1 6th Floor, WeWork World Trade Center, Tower 5, 1 Kharadi, opp, EON Free Zone, MIDC, Knowledge Park, Pune, Maharashtra, India, but the Company reserves the right to require you to work at any other location in India at which it may, from time to time, have an office and it is a condition of your employment that you conform with that requirement. You will be given reasonable notice of any such change. Relocation assistance, if any, will be provided at the Company's discretion pursuant to its prevailing relocation practices.

4. **PROBATIONARY PERIOD**

- 4.1 The first three months of your employment with the Company is a probationary period ("the Probationary Period"). During the Probationary Period, your performance will be assessed in line with normal Company guidelines. The Company reserves the right to terminate your employment during the Probationary Period upon 1 week notice or payment in lieu by the Company (calculated on the basis of your salary) or if, in its opinion, any aspect of your performance is not to the required standard. The period of notice in this clause shall not apply in the case of termination without notice for serious misconduct. The Company reserves the right to extend your Probationary Period.

5. **REPORTING MANAGER**

- 5.1 You will report to , Vishnu Kawade, AO/Private Wealth PMG Manager or his authorised deputy, but the Company reserves the right to change the person to whom you report if it considers it necessary to do so. The Company reserves the right to transfer you to a subsidiary or affiliate of the Company at any time on the terms and conditions of any such subsidiary or affiliate.

6. **DUTIES & ETHICS**

- 6.1 As Associate Portfolio Manager-Analyst of the Company, you undertake to faithfully and diligently perform and discharge such duties, tasks and exercise such powers in relation to the businesses of the Company and its related corporations (collectively, the "Group") or any of them as your reporting manager may from time to time assign or vest in you.
- 6.2 In the discharge of your duties and in the exercise of your powers, you shall observe and comply with all rules, regulations, policies, procedures and directions from time to time made by the Company and use your best skills and endeavors and maintain at all times high standards of professionalism, integrity and efficiency to further the businesses and interests of the Group.
- 6.3 You shall devote the whole of your time and attention during normal business hours to the duties of your office and conform to such hours of work as may from time to time reasonably be required of you without being entitled to receive any remuneration for work performed outside normal business hours.



- 6.4 In pursuance of your duties hereunder, you will be required from time to time to perform such services for the related corporations of the Company without further remuneration (unless otherwise agreed) and accept such duties or hold such offices in such related corporations as the Company may from time to time require.
- 6.5 It is a fundamental term of your employment that, if you require an Employment Visa, you have and continue to hold a valid Employment Visa.
- 6.6 The Company demands the highest professional standards and attaches great importance to strict observance of the Company Rules on this subject, which are contained in the policy statement entitled Code of Business Conduct and Ethics issued by AllianceBernstein L.P. The Rules will form part of your contract of employment and breach of these may give rise to disciplinary sanctions, including summary dismissal, where the Company deems appropriate.
- 6.7 You should advise your manager of any interest you or your partner/family may hold in any business activity apart from shareholdings in publicly-traded stock where you or your partner/family hold less than 5% of the issued stock.
- 7. SALARY, BONUS, AND OTHER BENEFITS**
- 7.1 Subject to the provisions set forth herein, you shall be paid during the continuance of your employment hereunder a salary at a rate of INR 480,456 per annum (or such other rate as may from time to time be agreed or determined upon and notified by the Company), payable monthly in arrears subject to deduction of tax at source as may be applicable, on the last business day of each month. There shall however be deducted from your salary such amount in respect of your contribution to the Provident Fund, or any other amount the Company may be entitled to deduct or as may be required by law.
- 7.2 Salaries are typically reviewed annually, with such timing subject to change at the discretion of the Company. Salary increases, if any, following a review are not automatic and shall be at the Company's sole discretion based on market factors, your performance and contributions to the Company's success as well as competitive market data.
- 7.3 You are required to repay to the Company any sums, including but not limited to, sums paid to you in error, any loans outstanding on termination, or losses suffered by the Company as a result of your wilful negligence, breach of Company rules, or any dishonesty on your part. The Company reserves the right to deduct any such sums from outstanding payments owed to you by the Company, including any compensation payments due to you in accordance with relevant legislation.
- 7.4 You will be eligible to participate in our incentive compensation program. The amount of incentive compensation is determined at the Company's sole discretion based on your contributions to the Company during the calendar year. This compensation is typically payable in December each year. A portion of year-end compensation may be awarded in the form of long-term incentive compensation, pursuant to the terms and conditions of the Incentive Compensation Award Program



("ICAP"). Incentive compensation, if any, is typically payable in December of each year, but in any event, no later than February of the following year. All compensation is contingent upon your continued employment and subject to appropriate withholdings.

8. LEAVE

- 8.1 Annual Leave - You will be entitled to 21 days paid leave in each year to be taken at such time or times as may be approved by your reporting manager. Such leave shall be exclusive of weekends and public holidays. Your leave entitlement will be calculated on a calendar year basis. Should you resign within a calendar year, your entitlement will be pro-rated accordingly and deductions against your salary will be made for excess leave taken.

9. CORPORATE BENEFITS

- 9.1 A summary of the current corporate benefits, which are not contractual, is available in the Employee Handbook and on the Human Capital Intranet.

10. CONDITIONS OF EMPLOYMENT AND TERMINATION

- 10.1 Notwithstanding anything contained in this letter agreement to the contrary, your employment may be terminated forthwith by the Company by summary notice, without prejudice to any other right or remedy, if you shall at any time:
1. commit any serious or persistent breach of any of the terms of your employment; or
 2. be guilty of any grave misconduct or wilful neglect or gross negligence in the discharge of your duties; or
 3. become bankrupt or make any arrangement or composition with your creditors; or
 4. become of unsound mind; or
 5. be guilty of insobriety or dishonesty or any incident involving moral turpitude; or
 6. be discovered to have a criminal record or be convicted of any criminal offence involving dishonesty, fraud, violence or moral turpitude
- 10.2 The Company may suspend you from your duties on full pay to allow the Company to investigate any misconduct, complaint or potential disciplinary action against you or involving you.
- 10.3 It is a condition of employment that you conduct yourself in conformity and in compliance *inter alia* with the Company's (or any of the Company's affiliated Entities) compliance manual, Securities Exchange Board of India Act, 1992 ("SEBI") and / or any notification/circular issued by the Reserve Bank of India from time to time. In particular, you agree to commit no act or omission, which places the Company in breach of any SEBI rules.
- 10.4 Failure to comply with these or any other regulations can result in summary dismissal or other disciplinary action being taken against you. The Company reserves the right to suspend you pending or during any investigation by SEBI or other regulator. If necessary, the Company reserves the right to terminate your employment for breach of internal rules or procedures, regardless of any pending SEBI proceedings against you.



10.5 Subject to all the Clauses of this part; this contract may be terminated at any time by you or by the Company on giving you 3 months' notice in writing or payment in lieu of notice.

11. **EMPLOYEE'S OBLIGATIONS UPON TERMINATION**

11.1 Upon the termination of your employment hereunder for any reason whatsoever, you shall:

1. immediately deliver up to the Company all documents (including correspondence, lists of clients, notes, memoranda, plans and other documents of whatsoever nature), accounts, records, programs, credit cards, keys and other items of whatsoever nature or description which may be in your possession or under your control which relates in any way to the business, finances or affairs of the Group and no copies of any such documents as aforesaid or any part thereof shall be retained by you. For the avoidance of doubt, it is hereby declared that the property and all such documents as aforesaid shall at all times be vested in the Company and/or the relevant member of the Group; and
2. at any time thereafter forthwith upon the request of the Company resign without claims for compensation as a Director of the Company and from all other offices (if any) held by you in any member of the Group at the time of such request (to the extent any of such offices is held by you) and should you fail to do so the Company is hereby irrevocably authorised to appoint some person in your name and on your behalf to sign and do any documents or things which are required to give effect thereto.

11.2 In addition, in the event you resign your employment with the Company, for a period of two (2) months/three (3) months after your employment with the Company (or, in the event you are promoted to Senior Vice President, for a period of three (3) months) terminates you shall not:

- be engaged, concerned or interested, either directly or indirectly in any capacity, in any trade, business or occupation whatsoever in India that would or might reasonably be considered to compete with any of the businesses of the Company.
- solicit or interfere with, or attempt to solicit or interfere with, the Company's relationship with any person or entity who was a customer or client (or a prospective customer or client) with whom you had business dealings during the twelve (12) months immediately prior to the termination of your employment; and
- solicit or entice away, or attempt to solicit or entice away, from the Company any individual who is an employee and with whom you had any business dealings during the six (6) months immediately prior to the termination of your employment.

11.3 The period of restriction set forth in this paragraph shall be reduced by the length of time you remain employed by the Company after the date on which you deliver notice of your resignation.

12. **CONFLICTS OF DUTY**

12.1 You shall not, without the Company's prior written consent, during the continuance of your employment be engaged or interested either directly or indirectly in any capacity in any trade, business or occupation or in any manner take part in or lend your name, counsel or assistance to



any person in any capacity whatsoever for any purpose which would or could reasonably expected to be competitive with the business(es) of the Group. In this Clause, the expression "occupation" shall include the holding of any public or private office which in the Company's opinion may hinder or otherwise interfere with the performance of your duties hereunder.

13. **CONFIDENTIALITY AND SECRECY**

13.1 You shall not, except as authorised or required by your duties, use, divulge or communicate to any person any trade secret or other confidential material or information relating to the business(es) of the Company, its subsidiaries or associated companies, which have or may hereafter come to your knowledge during your employment. This restriction shall continue to apply after the termination of your employment without limit in point of time but shall cease to apply to information or knowledge which may have come into the public domain otherwise than through your unauthorised disclosure.

14. **DATA PROTECTION**

14.1 In order to keep and maintain accurate records relating to your employment, and for the administration of its business, and for compliance with applicable procedures, laws and regulations, it will be necessary for the Company and other companies within the Group to collect, record, keep and process personal data relating to you. This data may be collected, recorded, kept and processed on computer and/or in hard copy form. To the extent that it is reasonably necessary in connection with your employment and the performance of the Company's responsibility as your employer, it may be necessary for the Company to disclose this data to others. By signing this offer of employment, you consent to the recording, processing, use, disclosure and transfer, both within India and elsewhere, by the Company and any other company within the Group of personal data relating to you. This does not affect your rights to request copies of the personal data of which you are the data subject and information about how that data is processed and the parties to whom any of the information may be disclosed under the Personal Data (Privacy) Ordinance. Any requests should be sent to the Company's Human Capital Business Partner.

15. **INTELLECTUAL PROPERTY OWNERSHIP**

15.1 The making, creation or discovery (or any participation thereof) of any Intellectual Property by you during the period of your employment by the Company (whether capable of being patented, registered or otherwise protected or not and created, made or discovered in the course of your employment) in connection with, or in any way affecting or relating to, the business of the Company or capable of being used or adapted for use therein or in connection therewith whether now or in the future, shall forthwith be disclosed to the Company and such Intellectual Property shall belong to and be the absolute property of the Company and shall not be disclosed or used by you for any purpose other than for the benefit of the Company.

15.2 You shall, if and whenever required so to do (whether during or after the termination of your employment), at the expense of the Company do such other acts, including the execution of all applications, documents, forms, authorisations, specifications, oaths, formal assignment



documents and all other instruments which may be necessary or which the Company may deem necessary in any relevant country for securing, perfecting, completing or absolutely vesting full right, title and interest to the Intellectual Property in favour of the Company, its successors and assigns.

- 15.3 You hereby irrevocably appoint the Company as your attorney with full power to act in your name and on your behalf in fulfilling all of the obligations set out in sub-Clause (2) above as fully and effectually as you could do personally.
- 15.4 For the purpose of this Clause, "Intellectual Property" shall include, without limitation, patents, trade and service marks (whether registered or unregistered), registered or unregistered designs, utility models, copyrights (including design copyrights) applications for any of the foregoing and the right to apply for them in any part of the world, discoveries, creations, inventions or improvements upon or additions to an invention, confidential information, know-how, and any research effort relating to any of the foregoing, business names whether registrable or not, moral rights, and any similar rights in any country.
16. **CHANGES TO THE TERMS**
- 16.1 The Company reserves the right to make reasonable changes to your contract of employment. You will be given reasonable written notice of any changes, which may be given by way of an individual notice or a general notice to all employees.
17. **ASSIGNMENT**
- 17.1 This is a personal service contract and shall not be assigned by you but may be assigned by the Company to any of its affiliates.
18. **SEVERABILITY**
- 18.1 If any provision of this contract is held to be unenforceable by a court, the remaining provisions shall remain valid, binding and in full force to the maximum extent possible. If a court determines that any portion of this contract is overbroad or unreasonable, such provision shall be given effect to the maximum extent possible by narrowing or enforcing in part that aspect of the provision found overbroad or unenforceable.
19. **NOTICES**
- 19.1 Notices must be given by letter or by fax addressed to, in the case of the Company, its registered office for the time being and, in your case, your last known address and any such notice, given by letter or fax, shall be deemed to have been given at the time at which the letter or fax would be delivered in the ordinary course of the post or transmission as the case may be.
20. **SURVIVAL**
- 20.1 The termination of your employment howsoever arising shall not affect such of the terms hereof as are expressed to operate or have effect thereafter and shall be without prejudice to any right of



action already accrued to the Company in respect of any breach or default by you.

21. ENTIRE AGREEMENT

21.1 This agreement is in substitution for all previous contracts of service between the Company and you (if any) which shall be deemed to have been terminated by mutual consent on the date on which this letter agreement shall be deemed to have commenced.

22. GOVERNING LAW

22.1 This letter agreement shall be governed by, and construed in accordance with, the laws of India. You and the Company both submit to the exclusive jurisdiction of the Indian Courts at Mumbai as regards any claim or matter arising under this agreement.

23. TERMS OF OFFER

23.1 This offer is conditional upon receipt of references which are satisfactory to the Company and verification of your academic and prior employment record. Should such references or verification not be satisfactory, the Company reserves the right to terminate your employment without reference to the Company's disciplinary process, without notice and without payment in lieu of notice.

23.2 If you wish to accept this offer of employment, please sign and return one copy of this letter confirming your acceptance of the terms and conditions set out in this letter and your start date within 14 days. After 14 days, this offer of employment will automatically lapse and will be considered withdrawn unless otherwise mutually agreed to the contrary in writing.

23.3 By signing this offer letter you agree to keep the information contained in this document strictly confidential and to refrain from discussing this information with anyone else without the written authorization of the Global Head of Human Capital.

MAYUR, we look forward to you joining Alliance Bernstein and hope that your future here brings new challenges and opportunities.

Yours sincerely

Debansh Roy
Vice President/Manager
People-India

5th Jan 2022

To,

Neha Santosh Sartape
Pune

Dear Neha Santosh Sartape,

Subject: Letter of employment/ Appointment Letter

On behalf of HiyaMee Private Limited (the “**Company**”), we are pleased to offer you (hereinafter referred to as “Employee” or “You”) the position of “**Recruiter**”

At the outset, we thank you for considering HiyaMee Private Limited. Our endeavor is to provide you with a satisfying and challenging work environment along with a successful growth path.

Your Work Location is **Pune**

For annual compensation please refer (**ANNEXURE I - EMPLOYEE REMUNERATION STRUCTURE**)

Please see **ANNEXURE A** for what we believe to be the key / significant terms and conditions of employment that would be applicable to you (“**Employment Agreement**”). You would, in addition to what is specified in this offer letter and the Employment Agreement, be bound by / required to comply with all internal policies, rules, and regulations of HiyaMee Private Limited (as presently applicable / in force), which would be made available to you immediately upon commencement of your employment with us. If you would like to read through any of the internal policies, rules, and regulations (as presently applicable / in force) prior to acceptance of this offer and/or have any questions regarding the same, we request you to reach out to us.

This offer is effective as of **5th Jan 2022** and will be valid for a period of 5 days. Please sign and return a copy of this offer letter and the Employment Agreement, indicating your formal acceptance of the terms and conditions of employment herein.

By reverting to this mail with your acceptance (or) signing this letter, you confirm your acceptance of the offer. For all relevant purposes, this letter of offer shall be construed to be the “Letter of Appointment”. The date of joining **17th Jan 2022**

We take this opportunity to welcome you to **HiyaMee Private Limited** and wish you a long and successful career with us.

For **HiyaMee Private Limited****Agreed and Accepted**

Asha Rani
Manager - Human Resources

Name: Neha Santosh Sartape
Date:

ANNEXURE A**Employment Agreement****TERMS AND CONDITIONS:****Employment**

1. **Engagement:** As of the date of joining listed on this Agreement, the Company will employ you, as per the terms indicated in the Letter of Appointment.
2. **Duties:** You will promote the Company's interests at all times and carry out such other duties as may be assigned, consistent with your status and position in the company. You would be required to act under the supervision of the respective Reporting Manager, as designated by the Company, and keep the Reporting Manager reasonably informed about your activities pertaining to the Company. You may also undertake other activities, provided the same is beneficial to the Company and not detrimental to the interests of the company, with prior approval of the Company. In the event you are holding any position in any other firm, company, or other entity, then you shall resign from the same.
3. **Hours of work:** Your usual hours of work will be as per the Company's policies in force from time to time.
4. **Probation:** You will be on probation with the Company for an initial period of 3 (three) months from the date of commencement of employment with the Company. Depending on your performance during the initial probation period, the Company reserves the right to extend the initial probation period of 3 (three) months, for such further period and on such terms and conditions, as per the applicable Company policies in place, at the relevant time.
5. **Leave Policy:** You are eligible for public holidays and 24 (2 leaves per month) annual leaves (12 Casual Leave, 6 sick leave and 6 Paid Leave per year) as per the company policy which is subject to change from time to time. There will not be any leave encashment provided and any unused leaves shall not be carried forward to the next year.

Remuneration and Benefits

6. **Remuneration:** You shall be entitled to receive the remuneration as detailed in **Annexure I**. This will accrue daily and shall be payable monthly in arrears by credit transfer to your account, by the first working day of the subsequent month. HiyaMee shall not be responsible for any credit delays caused due to bank holidays, etc.
7. **Payroll Cycle:** The payroll cycle followed by the Company is from the 21st of the month to the 20th of the next month. The attendance details of the Employee shall be submitted to the Accounts team on the 21st of the month for remuneration calculation, and the same shall be disbursed as per Clause 6.
8. **Deductions at source:** All statutory requirements of tax, social security contributions [including inter alia towards "provident fund" and "employee state insurance" (if applicable)] to be deducted at source by the Company, will be complied with, by the Company, and all funds paid to you will be after all such appropriate deductions have been made therefrom.

Travel, Transfer, and Relocation

9. **Travel:** During the term of Employment, you may be required to travel/relocate to other offices/clients associated with the Company, whether in India or abroad on a need-to basis.

Use of personal information, Intellectual Property and Confidential Information

10. **Use or Disclosure of Personal Information:** You hereby authorize the Company, any individual, firm, or agency to divulge, share or otherwise reveal, any and/or all information pertaining to you, to the Company or its agents or representatives. You agree to execute the necessary document / provide consent in the form enclosed on our associated internal portal.

11. **Intellectual Property (IP):** Copyright or other intellectual property may subsist in the work that is expected to be generated by you during your duties under the Agreement. Any such IP rights shall vest absolutely in the Company, and you undertake to execute any necessary documents and do whatever else may be necessary to secure those rights, including a deed of assignment of any IP substantially in the form enclosed on our associated internal portal.

12. **Confidentiality:** You shall be required to execute a Non-Disclosure and Non-Compete Agreement with the Company over email and agree to be bound by the terms thereof as part of your employment with the Company.

Variation and Termination

13. **Variation:** No variation of this Agreement shall have effect unless given in writing and initialed in acceptance thereof and in agreement thereto, by, or on behalf of both parties.

14. **Termination:** This offer is subjected to the satisfactory completion of the probationary period of three months for the position. Your performance will be evaluated during the probationary period. The Employer reserves the right to terminate your employment, with immediate effect and without pay, at any time during the probationary period if your performance has not met the required standard to effectively carry out the role. During the probationary period, you may terminate your employment with the Company with 10 (ten) days prior notice to the Company. Post completion of probation period either party may terminate this Agreement with 30 (thirty) days prior notice to the other party. Notwithstanding the foregoing, your employment is also liable to be terminated by the Company, with or without cause, in accordance with the relevant Company policy prevalent at such time or such other applicable laws which may be in force from time to time. All decisions are at the discretion of the Employer.

15. **Final Settlement:** The full and final settlement will be done 45 days after the last working day of the Employee, on submission and acceptance of a valid No Dues Certificate. The settlement will not be applicable if the notice period has not been served.

Miscellaneous

16. **Notices:** Any notice to be given pursuant to this Agreement, by the Employee or the Company to the other, shall be in writing and signed by (or on behalf of) the person giving it.

The notice details for the Employee are:

Refer to the details provided in the employee information sheet. The

notice details for the Company are:

Wework Prestige Cube Site No. 26 Laskar, Site No. 26, Hosur Rd, Adugodi, Bengaluru, Karnataka 560095

Email – karthik@hiyamee.com | venkat@hiyamee.com

17. **Severability:** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, the other provisions of this Agreement will remain in full force and effect.

18. **Governing Law and Jurisdiction:** This Agreement shall be governed by the laws of India. Subject to Clause 20, the courts at Bengaluru shall have exclusive jurisdiction to settle any dispute that may arise in relation to the interpretation and performance of this Agreement.

19. **Previous Agreements:** This Agreement supersedes all previous agreements and arrangements (if any) between you and the Company in relation to your employment with the Company. All such agreements and arrangements are terminated by mutual consent with effect from the date of this Agreement.

20. **Dispute Resolution:** You and the Company agree to negotiate in good faith to resolve any dispute between you and the Company regarding this Agreement. If a party gives the other party a notice that a dispute has arisen (“**Dispute Notice**”) and the parties are unable to resolve the dispute amicably within 30 (thirty) days of service of the Dispute Notice (or such longer period as the parties may mutually agree), then either of them may invoke arbitration proceedings for the resolution of the disputes and differences which shall be finally settled under the Arbitration and Conciliation Act, 1996. The arbitration panel shall consist of 3 (three) arbitrators, 1 (one) to be appointed by you, and the other by the Company. The third arbitrator shall be appointed by the 2 (two) arbitrators appointed by the parties as stated in the foregoing sentence. The place of arbitration shall be Bengaluru, India and the arbitration proceedings shall be conducted in English.

21. **Non-solicitation:** Employee and Employer have entered into an employment relationship that requires the following terms for both parties’ mutual good protection and satisfaction.

Employee acknowledges that he/she will acquire considerable knowledge and expertise from the Employer as well as from clients, vendors, subcontractors, and other employees in the course of carrying out their job duties. Furthermore, Employee acknowledges that he or she may be able to use such knowledge in a manner detrimental to the Employer. Therefore, the employee agrees to the following:

A. Employees will not, for a period of 12 months after termination of their employment, approach any client, customer, affiliate, or business partner of the Employer for purposes of seeking employment or business arrangements in competition with the Employer’s line of business.

B. Employees will not, for a period of 12 months following termination of his or her employment approach, entice, solicit, or contact any individual in employment at HiyaMee Private Limited for any reason.

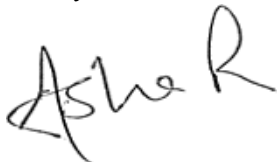
C. Employee acknowledges that any breach in this contract will be subject to court rulings in Karnataka for direct and indirect damages of up to one hundred times the annual salary of the employee at the time of employment.

D. Any notice required or pertaining to this agreement shall be made in writing and delivered either personally or by certified letter to the receiving member.

E. The terms and conditions included constitute the entire agreement between the parties and supersede any communications orally or written previously between either party.

F. If any or all terms of this Non-Solicitation Agreement are found to be invalid or unenforceable in a court of law, then this Agreement and all remaining terms will remain in full force and effect as if such invalid or unenforceable term had never been included with the unenforceable term being replaced by a similar enforceable term as agreed by both parties. Both parties have appeared on this day and have read and agree with all terms of this Non-Solicitation Agreement listed above.

For *HiyaMee Private Limited*



Asha Rani
Manager – Human Resources

Agreed and Accepted

Neha Santosh Sartape
Date:

ANNEXURE I
EMPLOYEE REMUNERATION STRUCTURE

	PER ANNUM	PER MONTH
CTC	288,000	24,000
Basic	115,200	9,600
HRA	57,600	4,800
Conveyance	19,200	1,600
Medical Reimbursement	15,000	1,250
LTA	9,600	800
Provident Fund - EE & ER	43,200	3,600
ESI - EE & ER	-	-
Special Allowance	28,200	2,350
Variable Pay	-	
Gross		24,000
Less: Deductions		
Provident Fund - EE & ER		3,600
ESI - EE & ER		-
Take Home		20,400

*Take home is subject to TDS deductions which will be based on salary slab & investment proofs submitted

TOTAL DEDUCTIONS: Professional Tax (PT), Tax Deducted at Source (TDS) if applicable, Employees' Provident Fund (PF)



FinDestination

Destination For All Finance Needs

Ms. Shruti Sawant,

A/P: Akluj,

Tal: Malshiras, Solapur

413101.

Date: 14/12/2022

Dear Shruti,

With reference to your interview dated 14.12.2022. We are pleased to offer you the position of **Sales Executive** in our organization.

Your joining date is confirmed at 02.01.2023 as per the following terms and condition.

- You are entitled to a CTC of 450000 p.a INR;
Fixed Salary: 300000 p.a
Performance Based Incentive: 100000 p.a
Performance Based Bonus: 50000 p.a
- You agree to comply with terms and conditions of Appointment.
- You agree to submit with us a signed copy of Marksheet, Pan Card, Adhar Card as well as Passport size Photograph and also bring the originals for verifications.

This is a Full time position. You will be in probation period for 3 months from the date of joining. That means that either you or Findestination are free to end the employment relationship at any time with or without notice during this tenure.

We look forward to mutually rewarding professional relationship with you.

For Findestination

Rakesh Mishra

Offer Letter and Terms of Employment

Date: 12.01.2023

Dear **Uday Bhaskar Sawant**,

At the outset, we would like to extend our sincere thanks for exploring career opportunities with KPIT. Further to our discussions, we are delighted to extend you an offer of employment.

This offer is based on your profile, relevant work experience and performance in the selection process.

- Designation: **Technical Leader**
- Grade: **D Grade**
- Base Location: **PuneHinj-Phase3**
- Joining Date: **03.02.2023**

Your Total Target Compensation including all benefits will be INR 2,350,000.00/- (Twenty Three Lakh Fifty Thousand) per annum. Annexure A provides a detailed break-up of the compensation package.

You shall be governed by the terms and conditions of service during your employment with KPIT as per existing policies and those that may be amended from time to time.

Kindly confirm your acceptance in writing within 7 days from the date of this offer beyond which this offer is considered null and void. Your offer is subject to a positive background check and in case the background check comes out negative, company reserves the right to terminate your services with immediate effect.

You will be eligible for Gratuity, Medclaim and Group Personal Accident Insurance benefits as per the company policy. The duly signed appointment letter will be issued to you on the first day of your joining at KPIT only upon submitting your valid testimonials and related joining formalities.

A new assignment, work place and colleagues, await you to jump start to achieve the company's vision of building a global Mobility Organization. Work life at KPIT is all about mobility, enabling our customers by accelerating implementation of next generation mobility technologies. We value fun as an integral part of our culture.

As a token of your acceptance of the above terms and conditions of the offer, please sign the duplicate copy of this letter and indicate the date on which you can begin your employment with us.

Yours Sincerely,
For: KPIT Technologies Limited



Suresh A Umakanthiah
Vice President
Global Head - Talent Acquisition Group (TAG)

COMPENSATION & BENEFITS

The details of your compensation and benefits are given below:

Basic Salary

- Your Basic Salary will be **INR 52,875.00/-** per month.

House Rent Allowance

- Your HRA will be **INR 26,438.00/-** per month.

Monthly Bonus

- You will be eligible for monthly bonus of **INR 10,575.00/-**.

Employer's contribution to 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 KPIT will contribute 12% of your basic salary every month towards Provident Fund, as per the provisions of the said Act
- You are required to submit your Universal Account Number (UAN), if any, issued by your previous employer on the Declaration Form (Form 9) so as to link your UAN with KPIT PF / Pension account

Flexi Basket (FB)-

- FB offers you the flexibility to design part of your compensation within the defined framework, once in a financial year
- To design your FB you may access the link in the "myWorld", KPIT's internal portal
- Your tax will be deducted as per income tax guidelines

Components under FBP are listed below -

Children Education Allowance

- o Maximum for 2 Children - **INR 1200/-** per child per annum
- o Tax exemption - on submission of original bills for children tuition fee
- o Paid on monthly basis

Professional Development Allowance

- o Maximum upto **INR 50,000/-** per annum
- o Tax exemption - on submission of original bills for self ONLY
- o Paid on monthly basis

Meal Allowance

- o Option of **INR 13200/-** or **INR 26400/-** per annum
- o Tax - Exemption - On subscribing Sodexo Food Card or PayTM Food Wallet only
- o No bills required

Hostel Allowance

- o Max for 2 Children - **INR 3600/-** per child p.a.
- o Tax - Exemption - On submission of original bills for children's Hostel Fees ONLY
- o Paid Monthly

National Pension Scheme (NPS)

- o Min **INR 6015/-** p.a. and Max up to 10% of Basic
- o Amount contributed in PRAN account monthly (if subscribed for the same)

Leave Travel Allowance (LTA)

- o Maximum upto **INR 50,000/-** per annum
- o Tax - Exemption - On submission of original bills for Self/Spouse/dependents which can be claimed twice in a block of 4 year
- o Paid Once in a year
- o If not claimed by Dec Payroll cutoff date, the amount shall be paid in March pay Salary as taxable.

Other Allowance

- Fully Taxable, this is balance amount post FB restructuring

Special Allowance

- Your Special Allowance will be **INR 47,000.00/-** per month.

KPIT Technologies Limited

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W kpit.com

Total Targeted Compensation (TTC)

- TTC is the sum of all components namely - Basic Salary, HRA, Monthly Bonus, Employer PF contribution, FB, Special Allowance and VPI.

Gratuity

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

Employer's contribution to Insurance Premium

- Amount mentioned is an indicative average cost incurred by Company towards Group Medclaim, Group Personal Accident and Group Term Life Insurance premium

Other benefits

- It's a sum of gratuity and employer's contribution to insurance premium

Cost to Company (CTC)

- CTC is the sum of all components namely - Basic Salary, HRA, Monthly Bonus, Employer PF contribution, FB, Special Allowance, VPI, Gratuity and Employer's Contribution to Insurance Premium.

OTHER BENEFITS

Annual Leave

- You will be eligible for Annual Leave as per the Employer's Leave Policy, the policy however can be modified time to time at Employer's discretion. You can refer to the Leave Policy on the "myWorld", KPIT's internal portal

Holidays

- You are entitled to Public Holidays applicable in India every year at the regular rate of pay. If placed at a customer site, you must follow holidays observed by customer.

Benefits Coverage

- Group Medical Insurance cover of **INR 6,00,000.00/-**
- Group Term Life Insurance cover of **INR 11,00,000.00/-**
- Group Personal Accident Insurance cover of **INR 20,00,000.00/-**

* The above Plan however can be modified on yearly basis at Employer's discretion

ANNEXURE A

Components	Monthly [Amount (in INR)]	Yearly [Amount (in INR)]
Basic Salary	52,875.00	634,500.00
House Rent Allowance	26,438.00	317,250.00
Monthly Bonus	10,575.00	126,900.00
Employer's contribution to Provident Fund	6,345.00	76,140.00
Other Allowance (Flexi Basket)	52,601.00	631,210.00
Special Allowance	47,000.00	564,000.00
Fixed Compensation**	195,833.00	2,350,000.00
Total Target Compensation	0.00	2,350,000.00
Notional Provision for Statutory Gratuity****	0.00	30,519.00
Employer's contribution to Insurance Premium*****	0.00	5,200.00
Other Benefits	0.00	35,719.00
Cost to Company	0.00	2,385,719.00

- ** Fixed compensation is payable subject to adherence of all applicable policies of the organization.
- **** As per Payment of Gratuity Act.
- ***** The amount mentioned is an indicative average cost incurred by Company towards Group Medclaim, Group Personal Accident and Group Term Life Insurance premium.

Kindly note -

- The above salary break-up is per annum and is provided based on the existing company policies and may undergo change from time to time.
- As per the company policy you are required to maintain total confidentiality of your compensation details.
- Certain figures mentioned in this Letter of Offer, including financial information have been subject to rounding-off adjustments. In certain instances,
 - The sum change of such numbers may not match exactly to the total figure given; and
 - The sum of the numbers in a column or row in certain tables may not match exactly to the total figure given for that column or row.

Terms of Employment -

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.

Mobility

- KPIT reserves the right to transfer / utilize your services at any of its offices, work sites, or outside India, on the terms and conditions as applicable to you at the time of transfer.

Salary Review, Increments and Promotions

- Your performance and contribution to the company will be an important consideration for salary Review, increments and promotions
- You will be considered for salary review and promotions as per the company's policies effective from time to time.

Alternative Employment

- As a full-time employee of KPIT, you are not permitted to undertake any other business, assume any public office, honorary or remunerative, without the written permission of KPIT

Confidentiality Agreement

- As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of KPIT and its clients

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Overseas Agreement / International Assignment Agreement

- If you are on international assignment, you will be covered by the KPIT International Assignment policy from the date of deputation, accordingly, you will be required to sign the applicable Overseas Deputation / International Assignment Agreement(s).
- In case of every international assignment that exceeds 30 days, you will be required to serve notice period KPIT as per the policy. This is to ensure that the knowledge and information gained by you during your assignment is shared and available to KPIT and its associates. This transfer of knowledge and information is essential for KPIT 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 KPIT for a minimum period of 12 months on completion of training

KPIT Code of Conduct

- You are required to sign the KPITs Code of Conduct and follow the same in your day to day conduct as an employee of KPIT

Notice Period

- During your employment with KPIT, either you or KPIT can terminate the appointment by giving 90 calendar day's written notice or 3 month's basic salary in lieu of the notice.
- The Company reserves the right to release the employee prior to the notice period taking into consideration business needs and work exigencies and the Company will not be liable to make any payment to the employee in lieu of the notice period. If you are covered under Deputation Agreement / International Assignment Agreement, either you or KPIT can terminate the appointment by giving 90 calendar days' written notice as set out in the Separation Policy of KPIT
- KPIT reserves the right, if it is in the interest of the business and current assignment, to ask you to complete your notice period or decide whether your existing earned vacation or basic salary in lieu of notice period may be adjusted against the entire or partial notice period.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- The company retains the right to recover from you any expenses incurred by it about your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- The company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members.
- The Company also reserves the right to recover the period costs of any specific expenditure incurred, either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfil your part of the obligation, either to travel or to complete the assignment.

Retirement

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

Employment in India

- 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 for permanent employment with KPIT. Keeping your permit / permission up to date during the course of employment with KPIT and submitting a valid copy of that to KPIT is your responsibility

Letter of Appointment

- You will be issued a letter of appointment at the time of your joining and completing joining formalities as per KPITs policy

Terms and Conditions

- The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment

Rules and Regulations of the Company

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

Compliance to all clauses

- You will be required to fulfill all the terms and conditions mentioned in this letter of offer. Any failure to fulfill any term and / or condition would entitle KPIT in withdrawing this offer letter at its sole discretion.

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Validity:

- This offer is valid for a period of 7 days from the date of issue. Also, the company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
- In case you decide to end your employment with the Company or the Company terminates your services for any reason before you complete one year of employment with the Company,
- the company retains the right to recover from you any expenses incurred by it in connection with your recruitment including, but not limited to, fees paid to consultant, joining benefits paid to you (if any), etc. and
- the company retains the right to recover from you any expenses incurred by it for processing any visa/ work permit for you and/or any of your family members

Arbitration

- Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity thereof which shall include but not limited to issue as to the interpretation, operation, or effect of any clause contained in it or any other difference arising (a 'Dispute') shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.
- In case the Arbitrator is not appointed mutually, the dispute shall be referred to the arbitrator that shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitration and Conciliation Act 1996.
- The place of arbitration shall be city of Pune, Maharashtra. The language of proceedings shall be English. The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in State Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

Document submission

1. Standard X and XII marksheets / equivalents
2. Degree certificate and marksheets for all semesters
3. Postgraduate Degree certificate and marksheets for all semesters
4. Passport / Driving License / Ration Card
5. Experience certificate from previous employers indicating the following:
 - a. Period of employment
 - b. Technology areas you have worked on
 - c. Certificates for any training provided by your previous employers in various technologies
 - d. Relieving letter and experience letter from current and all previous employers indicating date of release
6. PAN card
7. Aadhar Card
8. Work permit or any other documentation required to take up permanent employment with KPIT
9. Photograph to be uploaded in TalentOjo as per the specification in Annexure B
10. Provident Fund Number
11. Name Change Documents (If applicable)



15th May, 2023

Ms.Savita Marotirao Shananwad
Nagapur Ta, Bhokar Dist. Nanded,
Maharashtra.

Sub: Appointment for the post of IT Recruiter- Trainee

Dear Ms.Savita ,

We are happy to convey you that, you are appointed as **IT Recruiter-Trainee** with our organization with effect from **15th May 2023** for a period of Three months. Your training period stipend is **Rs.15000/-** per month. Successful completion of your training you will be put on probation for Three months and then your appointment would get confirmed.

Your appointment is subject to the following conditions:

1.Date of Service

Your date of service will be effective from **15th May 2023**.

2.Compensation

In consideration of the full and faithful performance of services required of you by the Company, you will receive monthly stipend on 7th of every subsequent month.

3. Extent of Services

You are expected to devote your entire working time, energy, and attention exclusively to your duties in connection with the company, and shall not take up employment , fulltime or part time in any organization while in employment with the company.

You may terminate your employment upon written notice to the company, such notice to be effective Forty five (45) days after receipt of your resignation by the company or Forty Five day's salary in lieu of notice. The company may, however, at its sole discretion permit you to leave service, on any earlier date.

Please sign the duplicate copy of this letter as a token of your having read, understood and accepted the above offer.

Welcome to the **ZENITH** family and we look forward to a long, fruitful, happy and exciting association with you.

Warm regards.

Kuriakose Abraham
(Director)

Alex Sebastian
(Director)

Name : Ms. Savita Shananwad

Sign:-



D
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Decem
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2022

Pune

Dear Sharma Abhishek Manojkumar,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self- explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact kartikeyasati.pansa@hcl.com

Regards,

HCL – Talent Acquisition Team

STRICTLY PRIVATE AND CONFIDENTIAL

Date: 13 Feb 2023

Dear Arjun Bajarang Shedage,

SUBJECT: OFFER CUM EMPLOYMENT LETTER

With reference to your application and the subsequent discussions with you; we are pleased to offer you an appointment at Bajaj Finance Limited ("Company") on the following terms:

1. DESIGNATION & BAND

You will be designated as "**Assistant Manager - Underwriting**" at **GB02 Band**.

2. PERIOD OF EMPLOYMENT

- 2.1. Basis your confirmation that you were relieved from the services of your previous employer as of the date of your joining with Bajaj Finance Limited, please note that, your employment with Bajaj Finance Limited will commence tentatively on **20 Mar 2023** (or any other date as may be agreed by BFL, in its sole discretion) and will continue on an on-going basis, until terminated by either party, with prior notice to the other as per Clause 5.1 of this Employment Letter.
- 2.2. The retirement age at the Company is 60 (sixty) years. Your employment will terminate automatically and without further notice on the last day of the month in which your 60th (sixtieth) birthday falls.

3. HOURS AND PLACE OF WORK

- 3.1. You shall be based in our **Pune - Corporate Office** office but may be required to serve the Company in any place within or outside India, as required.
- 3.2. You may be required to travel nationally and internationally on the business of the Company.
- 3.3. You will be required to work such hours as may reasonably be expected of you and as is consistent with an appointment of this nature.
- 3.4. You may, at the discretion of the Company be transferred to any of the divisions, departments, in the Company, its subsidiaries, branches or associate companies and you shall abide by the standing orders and services rules prevailing in such place/ entity without entitlement to any extra remuneration.

4. SALARY

- 4.1. Your basic salary will be **Rs. 9,000/- (Rupees Nine Thousand only)** and your house rent allowance will be **Rs. 4,500/- (Rupees Four Thousand Five Hundred only)** per month. Your emoluments from the Company will be subject to tax deductions at source and other withholdings as required by law.
- 4.2. A detailed break-up of your compensation is attached as Annexure – A to this Employment Letter.
- 4.3. You hereby authorise the Company to deduct from your salary (including any salary, leave pay, sick pay and pay in lieu of notice period) all debts or sums owed by you to the Company, its subsidiaries or associate companies, including any outstanding loans (and interest thereon) due to the Company, its subsidiaries or associate companies from you.

5. TERMINATION OR RESIGNATION FROM SERVICE

The employment can, subject to the policies of the

Page 1 of 6

Bajaj Finance Limited

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Tel: +91 20 30405060

Fax: +91 20 30405020

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- 5.1. Company and the terms and conditions of this Employment Letter, be terminated by either party by serving **90 (Ninety days)** written notice to the other party. The notice period of **90 (Ninety days)** is part of the Employee Separation Policy which is available for your reference on the Company's intranet. However, the said notice period is NOT applicable in the event if your representation are found to be wrong and which resulted breach of clause 2.1.
- 5.2. The Company reserves the right to accept/ reject the notice pay in lieu of notice period mentioned hereinabove. The Company reserves the absolute right to terminate your services at any time without assigning any reason whatsoever by giving you notice in writing or pay in lieu of notice period.
- 5.3. The Company reserves the right, at its discretion and at any time during the notice period to announce to employees, clients, suppliers and customers of the Company, its subsidiaries or associate companies of your termination/ resignation. However, you expressly agree hereby not to make any announcement of your termination/ resignation unless the same has been formally intimated to you or accepted by the Company in writing, as the case may be.
- 5.4. You hereby agree that on or before the date of your termination from employment with the Company, you will delete any information, connection or reference between you and the Company, any client or customer of the Company, or any prospective client or customer of the Company stored in any form of Social Media. For the purposes of this Clause, Social Media means any online communication tool which facilitates the creation, publication, storage and/or exchange of user-generated content. Social Media includes (but is not limited to) Twitter, Skype, Facebook, Myspace, YouTube, Flickr, LinkedIn, Wikis, Google+ and Tumblr.

6. ANNUAL SALARY REVISION

- 6.1. We follow an April to March performance cycle. All salary revisions come up for review in the month of April at the sole discretion of the Company.
- 6.2. Employees who have joined the organization on or before October 1 in the current calendar year, may be eligible for a proportionate salary review during April of next calendar year. The increment if any, is dependent on various factors including performance of employee and would be proportionate to the months' of service rendered by the employee. Those joining after 1st October, will not be eligible for the same.

7. PERFORMANCE BASED VARIABLE BONUS/ INCENTIVE

- 7.1. You will be eligible to participate in the Company's variable pay programs/ incentive schemes. The payment under this program depends on your performance, the Company's performance and other parameters as the Company may decide from time to time. Please note that there is no minimum payment under this program.
- 7.2. Payment of this amount is subject to your being in the Company's employment and also subject to your not having resigned or serving your notice period.
- 7.3. You will declare your relationship, if any, with any of the directors of the Company as required by the Companies Act, 2013.
- 7.4. In case you are or become related to any employee of the Company, then, in the former case you will inform the Company immediately and in the latter case within 7 days of your becoming so.
- 7.5. You will abide by all the policies and disclosure norms of the Company that are in effect and by any amendments thereto carried out by the Company from time to time.

8. COMPANY POLICIES AND PROCEDURE

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- 8.1. You will devote all your working time to the business of the Company, its subsidiaries and associate companies, as the case may be, depending on the office you are holding and will carry out your duties diligently and properly. You will do your best to promote, protect and develop the interests of the Company and its subsidiaries and associate companies and will not knowingly do or willingly permit to be done anything that causes prejudice, loss or injury to the Company or its subsidiaries and associate companies.
- 8.2. You shall be required at all times to comply with the Company's rules, policies and procedures as may be amended by the Company from time to time, and the same are to be considered as part of terms and conditions of this Employment Letter. You are also required to comply generally with the standards reasonably expected of an appointment of your nature.
- 8.3. Without any limitations on your obligations under Clause 8.1 above, you are also required to comply with the Company's disciplinary and grievance procedures which would be applicable to you, a copy of which is available with the Company's HR Department. For the avoidance of any doubt, whilst the Company's disciplinary rules form part of your contract of employment with the Company, the disciplinary and grievance procedures do not and as such, the Company is not under any contractual obligation to apply those procedures in any particular case.

9. ADDITIONAL DUTIES

- 9.1. You agree and consent that the Company may require you (without additional remuneration) to carry out different or additional duties (including holding any office in the Company, its subsidiaries and associate companies) consistent with your status and position in the Company.
- 9.2. You agree and consent that the Company may engage another person as a temporary replacement for you and/ or to carry out some or all of the responsibilities of your role on a temporary basis if you are suspended or are otherwise in the reasonable opinion of the Company unable to properly carry out some or all of those responsibilities for any reason.

10. EXCLUSIVE EMPLOYMENT

While employed by the Company, you will not:

- 10.1. Be an employee of, or be engaged in any other capacity by, any other company or organisation other than the Company, for remuneration and/ or otherwise, whether full time or part time, without the prior written permission from the Company;
- 10.2. Be involved in any capacity in providing services directly or indirectly to any other person in respect of any business which is similar to or which does or might reasonably be expected to compete or conflict with any aspect of the business of the Company, its subsidiaries and associate companies or which may otherwise affect the proper and efficient performance of your duties;
- 10.3. Be entitled to receive or obtain directly or indirectly any discount, rebate, commission or other benefit in respect of any business transacted (whether or not by you) by or on behalf of the Company or its subsidiaries and associate companies. This prohibition also extends to your immediate relatives. If you, any of your immediate relatives or any other company or other business entity in which either you or they are interested directly or indirectly obtain any such discount, rebate, commission or other benefit, you will immediately account to the Company, its subsidiaries and associate companies for the amount received or the value of benefit obtained; and/ or
- 10.4. Make contact or communicate with any member of the press or media or anyone so connected on behalf of the Company, its subsidiaries and associate companies, or publish any articles or letters or post any content on any Social Media platform on behalf of the Company or its subsidiaries and associate companies other than as required for the purposes of carrying out your duties and in strict compliance with the Company's media policy.

11. INTELLECTUAL PROPERTY

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- 11.1. All intellectual property including but not limited to any discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up made, discovered or created by you during your employment (whether alone or with others and whether or not in the course of your employment), in connection with or relating to the business of the Company, its subsidiaries or associated companies or capable of being used or adapted for use in it shall belong to and be the absolute property of the Company. If required to do so by the Company (whether during or after the termination of your employment), you will at the expense of the Company promptly execute all instruments and do all things necessary to vest ownership of all other rights, title and interests (including any registered rights in the same) in such discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up in the Company (or its nominee) absolutely and as sole beneficial owner.
- 11.2. You acknowledge that your remuneration and all consideration paid to you by the Company under this Employment Letter and as may be revised from time to time, includes compensation for the assignment (if any) to the Company of all intellectual property rights and that the rights and obligations under this Clause shall continue in force after the termination of this Employment Letter in respect of any intellectual property created during your employment with the Company and shall be binding upon your legal representatives.

12. CONFIDENTIALITY AND NON-DISCLOSURE

- 12.1. You hereby agree that without the prior written consent of the Company, either during or after the period of employment and except as required by you in the course of your employment, you shall not divulge directly or indirectly or otherwise use, disseminate, disclose, reveal, report, copy, transfer, lecture upon or publish articles concerning any confidential information, including but not limited to all and any intellectual property under Clause 11.1 above which may come to your knowledge during the term of your employment and/ or otherwise, and shall maintain complete secrecy in respect of all such confidential information and/ or intellectual property entrusted to you and shall not use or attempt to use such confidential information and/ or intellectual property in any manner which may or may be likely to injure or cause loss either directly or indirectly to the Company or its business. You hereby agree that this restriction shall continue to apply even after the term of your employment with the Company, your termination from employment with the Company and/ or your resignation from the Company without limit as to a point in time, excepting when such confidential information and/ or intellectual property becomes available in the public domain.
- 12.2. You hereby agree and acknowledge that in the event of your being in violation of Clause 12.1 above, the Company is at liberty to initiate appropriate civil and criminal legal action against you including but not limited to prosecution for data theft and criminal breach of trust.
- 12.3. For the purposes of this Employment Letter, "confidential information" includes and is not limited to all trade secrets and confidential information relating to the Company, its subsidiaries or associate companies, or their businesses and its or their past, current or prospective clients and suppliers and their respective businesses, and further includes and is not limited to all intellectual property of the company as under Clause 11.1 above.

13. COMPANY'S IMAGE

You will be always alive to the duties and responsibilities attached to your employment and you shall conduct yourself accordingly and protect and project the image of the Company.

14. FALSE RECORDS/INFORMATION/ MISREPRESENTATION

If any document or information furnished by you to the Company is false or if you are, at any time, found to have suppressed any material information, or if you made any misrepresentation,

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you will be liable for termination without notice and the notice period contemplated under clause 5.1 will NOT apply in such situation.

Further, this appointment is subject to us receiving satisfactory reports, based on verifications and reference checks done by us.

15. GENERAL

- 15.1. This Employment Letter and the annexures to this Employment Letter and the various agreements and documents referred to in this Employment Letter constitute the sole record of this Employment Letter between the parties with regard to the subject matter hereof and shall substitute any other agreement/ understanding between the parties in respect of the subject matter of this Employment Letter.
- 15.2. If any provision of this Employment Letter is held to be illegal, invalid or unenforceable for any reason, such provision may be unenforceable between the parties but without affecting, impairing or invalidating any of the remaining provisions of this Employment Letter which shall continue to be of full force and effect.
- 15.3. The expiry or termination of this Employment Letter (for any reason) shall not operate to affect any of its provisions which, in accordance with their terms, are expressed to operate or have effect after such expiry or termination.
- 15.4. Notices must be given by either party by letter or e-mail addressed to the other party at, in the case of the Company its registered office for the time being, and in your case, to your last known address and e-mail address issued by the Company. Notices may also be issued by you to the Company. Any notice given shall be deemed to have been given at the time of delivery to and/ or receipt by the intended recipient.
- 15.5. This Employment Letter shall be governed by the laws of India and the parties submit to the exclusive jurisdiction of the Courts in Pune. Any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment of it.

If the appointment on the above terms and conditions is acceptable to you, you are requested to confirm your acceptance on the above terms and condition by returning one copy of this letter duly signed by you.

Welcome to Bajaj Finance Limited, and wish you a very successful career with the group.

For Bajaj Finance Limited,

Thomas Augustine

Email : thomas.augustine@bajajfinserv.in
Issued by : Professional DigiSign Pvt. Ltd.
Reason : Digitally signed TDS certificate as per Information Technology Act, 2000.
Date : 2023.02.21 08.35.08 +05:30

Thomas Augustine
Head – Human Resources

Encl: Annexure

I have fully read and understood the terms of this Employment Letter. I accept the same on the above terms and conditions, and as appointed, I agree to abide by the rules and regulation of the company and will be joining on_____.

Signature : _____

Name : _____

Page 5 of 6

Bajaj Finance Limited

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Annexure - A

Detailed Salary Structure

Date : 13 Feb 2023
Name : Arjun Bajarang Shedage
Band : GB02

Particulars	Annually	Monthly
Basic	108,000	9,000
House Rent Allowance	54,000	4,500
Special Allowance	100,780	8,398
Statutory Bonus	34,620	2,885
Contributory Provident Fund	21,600	1,800
ESIC	0	0
Fixed Pay	319,000	26,583
Gratuity	5,195	
Indicative Performance Pay#	79,750	
Total Cost to Company	403,945	

#The Indicative Performance Pay amount as per the current performance pay policy may vary depending upon the performance of individual and of the company. The management reserves the rights to amend policy at any point of time.

* The exact sum of all elements may mismatch up to Rs.10/-. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

Other Benefits:

- Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
- Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

Your CTC (Cost to Company) consisting of various components are detailed in the 'Salary Structure' stated above, which is inclusive of all contractual & statutory components of your compensation. Accordingly, BFL shall not be liable to pay any additional sum over and above CTC. However, BFL reserves the right to amend / vary your Salary Structure at any time, either under law or as part of any initiative by BFL, under intimation to you. Your continued employment with BFL is construed as your deemed acceptance to the above.

- If your employment is terminated by you for any reason prior to completion of twelve months of services, then you will pay back to the Company the entire joining expense incurred if any, by the Company.
- You would be covered under the Group Term Life Insurance scheme, with a sum insured of **Rs. 2,000,000 /- (Rupees Twenty Lakh only)**. Additionally, you would be covered under the Group Accident Insurance Scheme, with a sum insured of **Rs. 2,500,000 /- (Rupees Twenty-five Lakh only)**.
- Further, you would be entitled to a hospitalization claim policy of up to **Rs. 300,000 /- (Rupees Three Lakh only)** the premium for which will be borne by the Company. You have the option to include spouse, parents, and up to two children (Group subsidized premium borne by the employee).

Name and Signature, confirming acceptance of the above terms and conditions

Signature : _____

Name :

Date :

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DM1 Campus Process _1301

Sunil Dolas /HRMG/IBANK/NASHIK <sunil.dolas@icicibank.com>

13 January 2023 at 17:22

To: Director CPC Placement <directorcpc.placement@sinhgad.edu>

Cc: Pritesh Ranjan /HRMG/IBANK/BKC <priteshranjan@icicibank.com>, Pratiksha Kasbe /HRMG/IBANK/MUM <pratiksha.kasbe@icicibank.com>, Shalini Pandey /HRMG/IBANK/MUM <shalini.pandey1@icicibank.com>

Dear Sapna,

Kindly find interview status

Applicant ID	Full Name (Candidate to write full name via abbreviation should be good) www.icicicareers.com	Status
5829526	Shraddha Ganesh Gondhale	Not Selected
4563732	Sakshi Sanjay Shastri	selected
5494617	Shivprasad Suryakant Kulkarni	Not Selected
5835875	Mayur Bhagwan Zatkawde	Not Selected
5829706	Rushikesh Vishnudas Gujar	selected
5371540	Aachal Sanjay Gupta	selected
5371215	Sushama Kailas Bhujang	Not Selected
5694306	CHAVAN AKSHAY BHAUSAHEB	selected
5694755	Ajeet kumar	Not Selected
4611902	Monali Dattatray Keskar	Not Selected
5835024	Atul Babasaheb Jagtap	selected
5834693	Vijay Bhausaheb Jadhav	selected
5836480	Ankit Sanjay Badode	selected
5836360	Sanket Sukalal Suryawanshi	selected
5412498	Nilesh Balaso Shinde	Not Selected
5169078	Suraj Digambar Age	selected
5836389	Ajinkya Sanjiv Sonawane	Not Selected
5836467	Mayur Arjun Mane	selected
5836448	Shivani Suresh Mehar	Not Selected
5836579	Shrinath Baban Bhand	selected
5828000	Ajay Aniruddha Abhyankar	Not Selected
5836477	Atul Ashok Shedage	selected
5827659	Shubham Yashvant Jivane	selected



5528034	Shreyash Narayan Gosavi	Not Selected
5834677	Vivek Anilkumar Hattewar	selected
5835901	Shubham Pramod Shelke	Not Selected
5836654	Patil Hansraj Purushottam	selected
5836556	Namrata Balkishan Rapelli	selected
3720173	Vanshree jeevan patre	Not Selected
5836632	Sakshi Sunil Nagapure	Not Selected
5831252	AJIT RAMCHANDRA MALI	selected
5831117	Pawan Babarao Ghode	Not Selected
5834792	Shailesh Babaji Handge	selected

Regards,

Sunil Dolas

HRMG

#ICICI
Lead the new

From: Director CPC Placement <directorcpc.placement@sinhgad.edu>

Sent: Friday, January 13, 2023 12:52 PM

To: Pratiksha Kasbe /HRMG/IBANK/MUM <pratiksha.kasbe@icicibank.com>

Cc: Sunil Dolas /HRMG/IBANK/NASHIK <sunil.dolas@icicibank.com>; Pritesh Ranjan /HRMG/IBANK/BKC <priteshranjan@icicibank.com>; Shalini Pandey /HRMG/IBANK/MUM <shalini.pandey1@icicibank.com>

Subject: Re: DM1 Campus Process _1301

You don't often get email from directorcpc.placement@sinhgad.edu. Learn why this is important

[Quoted text hidden]

[Quoted text hidden]



PRIVATE AND CONFIDENTIAL

Date: February 25, 2021

Mr. Prathamesh Dushyant Shetty

Flat no 7, Bldg No 9, Konark Aangan, S N 668/6D,
Opp Chintamani Nagar,
Bibwewadi, Pune, Maharashtra-411037

EMPLOYMENT AGREEMENT

Dear **Prathamesh**,

Further to the recent meetings and discussions you had with us, we are now pleased to offer you an appointment with **exl Service.com (India) Private Limited** ("the Company") to the position of **Senior Associate - Commercial Underwriter at Band A2**, on the terms and conditions set out herein after:

1 EMPLOYMENT

1.1 Your effective date of joining shall be no later than : **April 27, 2021**

1.2 Notwithstanding the afore-said or anything to the contrary contained in this employment agreement or in the Letter of Intent ("LOI") and/ or notwithstanding your acceptance of the LOI or the employment offer, the Company, for any business or operational reasons whatsoever including without limitation any reason which is beyond the Company's control, or due to any unforeseen or unavoidable business circumstances, reserves the right to defer your date of joining to a later date to suit the business requirements. The Company will use reasonable endeavour to inform you at the earliest. *(Applicable for Band A only)*

1.3 Your employment with the Company is subject to:

- (i) The accuracy and authenticity of the testimonials, documents and information provided by you to the Company. The Company will get authenticity of aforesaid, and of the personal and employment details, provided by you to the Company, validated, either internally or through any external agency engaged by the Company, and by accepting this offer, you hereby agree that you have no objection, and you unconditionally consent, to the same and grant Company the authority and power to do so including to get background verification / checks conducted without any further reference or notice to you and to share the report/s including of any such background verification / checks with any of Company's advisors, attorneys or consultants or to produce, submit or file any such report/s before any court, tribunal, commission, enquiry officer, arbitrator/s, quasi-judicial authorities or government, statutory, labour and/or regulatory authorities or in response to any legal order, summon or notice or refer it and/or its details or contents in any show cause notice, charge sheet or legal / demand notice without any reference or notice to you and/or without your further or additional consent.
- (ii) Your being free from any contractual or legal restrictions preventing you from accepting this offer or starting work on the above-mentioned date;
- (iii) On our receiving two satisfactory references; and
- (iv) Your fully and truly disclosing on your own behalf and, if married, on your spouse's behalf, full details of any external directorships held and any personal business interests including partnerships, proprietorships, shareholdings and trusteeships; involvement in any other business ventures, profession, vocation, occupation, etc. involving limited or unlimited liability; personal liabilities in connection with above-said activities; and involvement in other positions external to the Company and acceptance by the Company of those external directorships,

exl Service.com (India) Private Limited

1st Floor, Tower 1, NSL Techzone, Plot No. 8, Sector 144, NSEZ, Noida, UP 201306 www.exlservice.com

Registered Office : 414, 4th Floor, DLF Jasola Tower B, Plot No. 10 & 11, DDA District Centre, Jasola, New Delhi - 110 044, India

CIN: U72200DL1999PTC099888

Dated 17 April 2023

To,

DINESH RAMRAO SHINDE
DEOLA NIM GALLI DEOLA NASHIK MAHARASHTRA 423102

OFFER OF TRAINING

Dear DINESH RAMRAO SHINDE

With reference to your participation in our campus selection drive, we are pleased to offer/appoint you as **'Management Trainee'** on "MT-Grade" in **Credit Department** of the company, on a consolidated stipend of **₹25000/- (INR Twenty-Five Thousand Only)** per month subject to your joining on or before 25-04-2023 at our Kolhapur. The office timings are 09:30AM to 06:30PM.

The terms and conditions governing your training are mentioned below:

- 1) That, based on our discussion and mutual consent on the terms and conditions related to your training and further provisional employment; you would require to sign this Offer-cum-Appointment Letter along-with 2 year's Indemnity Bond on joining.
- 2) That, during the training period you are required to undertake all duties and activities as assigned to you by your reporting superiors, head of the department or management.
- 3) That, during the training period and further provisional employment, you will not act in any manner, prejudicial to the interest of the company.
- 4) That, to provide you wide exposure during your training or considering the work exigencies during your provisional employment; on sole discretion of management, you shall always liable to be transferred from any section/department/office/ location to any other section/department/office/location of the company's establishments, divisions and/or associates/affiliates situated in any part of India. On your transfer, you will be governed by the Company's policies, rules, and regulations applicable to the establishment in which you are posted.
- 5) That, other than consolidate stipend you shall also be entitled for other benefits (if any) as applicable to your position/grade, please note that the company reserves the sole discretion to review/increase/decrease the benefits considering the forthcoming work requirements/business exigencies etc.
- 6) That, as per the company policy, you shall be entitled for one CUG connection and the use of it would be restricted to official purpose only; it would be your sole responsibility to prevent this from any misuse or its use in any illegal activity.
- 7) That, as per applicable laws/rules, your consolidated stipend/salary/income from company in any manner shall always be subject to the deduction of applicable taxes at source, such as Income Tax, Professional tax etc.
- 8) That, your grade elevation during training/employment will be purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 9) That, the lack of success at any stage of the training or lack of acceptance participation will be reason for removal from the position OR put you on the PIP "Performance Improvement Plan".
- 10) That, on successful completion of one year training period, your services may be confirmed in the Company on appropriate cadre/grade, purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 11) That, your provisional appointment is subject to:
 - a) That, your provisional appointment shall be subject to your medical report declaring you "Physically & Mentally Fit" from the company's panel of Doctor's, or any other medical practitioner duly authorized by the company. For this you will have to undergo for 'Medical Examination'.
 - b) That, your training and further provisional employment shall be subject to the successful completion of your graduation/post-graduation and submission of necessary documents (marksheets/degrees) to the concerned person at HR Department of the Company.
- 12) That, the Company reserves the sole discretion to suspend/terminate your training/services on grounds of misconduct or breach or violation of the terms and conditions of this letter/undertaking or violation of any rules, regulations or standing orders of the Company by giving you seven calendar days' notice or upon payment of stipend in lieu thereof.
- 13) That, it will be expected from you to maintain the highest order of discipline and secrecy as regards the work of the company and/or its subsidiaries or associate companies and in case of any breach of discipline/trust, your services may be terminated by the company with immediate effect.

AAVAS FINANCIERS LIMITED

(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company

CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,

Mansarovar Industrial Area, Jaipur - 302020 | **Tel: +91 141 661 8888**

E-Mail: info@avas.in, **Website:** www.avas.in

AAVAS

- 14) That, you will also be governed by the standard terms and conditions applicable on the trainees/employees of the company ⁴⁷⁵ existing now and as may be amended from time to time.
- 15) That, this provisional appointment is being made based on the information furnished in your application for employment, subsequent interviews and documents submitted by you during the process; If, at any time during the process or in future, it comes to light that any of the information/document submitted by you is incorrect/false or forged or any relevant information has been withheld by you, then your employment shall liable to be terminated with immediate effect without giving any further notice or compensation
- 16) You will be elevated as Assistant Manager (grade-m3), based on gross performance towards work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.

If you are agreed to the aforesaid terms and conditions, please duly sign the copy of this letter as a token of your acceptance of the above terms and conditions of this appointment and return the same to us.

The AAVAS FINANCIERS LIMITED heartly welcomes you on board and wish you ALL THE VERY BEST for a bright and mutually rewarding association with us.

**Yours faithfully,
For & on behalf of the Aavas Financiers Limited**



**PRASHANT KUMAR PANDEY
HEAD TALENT ACQUISITION**

Acceptance

I hereby declare that I have thoroughly read and understood the terms and conditions of training mentioned herein this letter; and I do accept and undertake the same and shall be abide by the mentioned terms and conditions.

SIGNATURE-.....

DATE..... PLACE:

AAVAS FINANCIERS LIMITED
(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company
CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,
Mansarovar Industrial Area, Jaipur - 302020 | **Tel: +91 141 661 8888**

E-Mail: info@aavas.in, **Website:** www.aavas.in





Dinesh Shinde <shindedinesh099@gmail.com>

Letter Of Intent - State Street HCL

1 message

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: "shindedinesh099@gmail.com" <shindedinesh099@gmail.com>

Thu, Dec 29, 2022 at 1:00 PM

LETTER of INTENT**Date – 29 December 2022**

Pune

Dear Dinesh Sambhaji Shinde,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [<kartikeyasati.pansa@hcl.com>](mailto:kartikeyasati.pansa@hcl.com)

Regards,

HCL – Talent Acquisition Team

::DISCLAIMER::

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06/03/2023

Subject: Offer Letter

Dear Mr. Raj Purushottam Shirbhate,

Congratulations from Century Ply!

Subsequent to your participation in the campus recruitment process of Century Ply, we are pleased to inform you that you have been selected.

We therefore extend you an offer for **Sales Management Trainee (SMT)**. The formal Appointment Letter will be given to you upon joining the Organisation. Your place of posting will be conveyed after successful completion of your training period with us. You are expected to join on or before **1st June 2023**.

You are requested to furnish the following personal documents: -

1. Attested photocopy of academic and professional qualification degrees and diplomas
2. Two passport-size colour photographs
3. Address Proof of permanent resident.
4. Age Proof
5. Pan Card (Attested Photocopy)
6. Cancelled cheque / Photocopy of Passbook of any functional existing Bank A/C for Bank A/C and IFSC Code details.

The validity of this Offer Letter is subject to the following: -

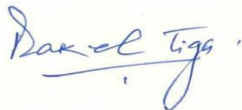
- 1. Completion of assigned induction courses (learning + assessment) in stipulated time frame (Details shall follow separately)**
- 2. All credentials, testimonials & references are authentic & satisfactory**

We welcome you to the Century Ply family and look forward to a long and fruitful association with you. Wishing you a rewarding and successful career ahead.

Best wishes!

Yours sincerely,

For CENTURY PLYBOARDS (I) LTD.



Rakesh Tiga
Chief Human Resource Officer



Compensation Details**Name: Raj Purushottam Shirbhate****Designation: Sales Management Trainee****Date of Joining: 01.06.2023**

Sl.No.	SALARY DETAILS	BREAK UP	
A	MONTHLY COMPONENTS	P.M. (INR)	P.A. (INR)
	Basic Pay	8400	100800
	Personal Allowance	6527	78320
	HRA	4200	50400
	Uniform Washing Allowance	1500	18000
	Employer's Cont to Provident Fund	1800	21600
	Transport Allowance	1600	19200
	Medical Reimbursement	1250	15000
Monthly Totals - (A) -		25277	303320
B	ANNUAL COMPONENTS		
	Bonus	1680	20160
	Leave Salary	327	3920
Annual Totals - (B) -		2007	24080
C	PERQUISITES		
	Fuel Reimbursement	3300	39600
	Vehicle Maintenance	400	4800
	Vehicle Hire Charges	1250	15000
	Mobile Reimbursement	1100	13200
Perks Totals - (C) -		6050	72600
CTC P.A (A+ B+C)		400000	

Notes:

- 60000/- P.A to be merged with above CTC in the same structure upon successful completion of training and placement at required location after six months.
- The above payment shall be subjected to tax deductions per the government's applicability.
- Gratuity as per Act
- Variable Incentives as & when applicable.
- All perquisites need to be claimed on a monthly basis. However, unclaimed perk entitlements may be carried forward to next calendar month to be claimed against current bills
- Perks remaining unclaimed at the end of FY get paid out subject to applicable taxes

You are requested to sign the duplicate copy of the letter as a token of your acceptance and return it to the undersigned.


(Signature of the Employee)**Name: Raj Purushottam Shirbhate****Date: 09/03/2023**

(Signature of CHRO)**Name: Rakesh Tiga****Date: 06/03/2023**

D
ate – 29
Decemb
er 2022

Pune

Dear Shitole Rutuja Dushyant,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, Pune

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self-explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [≤kartikeyasati.pansa@hcl.com>](mailto:kartikeyasati.pansa@hcl.com)

Regards,



Letter Of Intent - State Street HCL

1 message

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: rushikeshshukla2000@gmail.com <rushikeshshukla2000@gmail.com>

Thu, Dec 29, 2022 at 1:03 PM

LETTER of INTENT

Date – 29 December 2022

Pune

Dear Shukla Rushikesh Rameshwar,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, Pune

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self- explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

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PRIVATE AND CONFIDENTIAL

13-Dec-2022

Rohit Kamal Solanki

Dear Rohit Solanki,

We take great pleasure in extending an offer to you for being a part of Triangle Technologies Pvt Ltd.

Please find enclosed the job offer letter.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : Support@triangle-India.com

Yours sincerely,

HR Team



TRIANGLE TECHNOLOGIES PVT. LTD.

Ground floor, Plot no-14B, Jayshree Villa Pawar lane,
Behind Indian Oil Petrol Pump, Sector 1A Nerul (E),
Navi Mumbai, Maharashtra , India 400706.
Email id: sales@triangles.in Tel. - 022-27715566.

 www.triangles.in

We are pleased to make you an offer of appointment as Area Sales Manager Triangle Technologies Pvt Ltd.

You will be placed in Sales Department at Hyderabad.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- a. You shall be required to join the company on or before 26-Dec-2022.
- b. You will be on probation for a period of 6 months or such extended period as may be decided by the Company based on your performance during the probation period.
- c. On satisfactory completion of your probation period (which includes extended probation period) and confirmation letter will be issued.

Other Terms and Conditions of Service:

Professional Ethics & Confidentiality: While you are in the services of the Company, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Company. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Company's secrets or other related information (which you may possess by reason of your association with the Company) with any external agencies, press etc. outside the Company. Any act in breach of this term would entail the initiation of appropriate action as deemed fit by the Company.

IT Security Practice & Procedures: While you are in the services of the Company, you will adhere to the IT Security Practice & Procedures as prescribed by Triangle Technologies Pvt Ltd. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

You will be held responsible towards carry of company hardware, EST dongle or software assets while/during working for the company, any misuse, loss or theft incidences will be your sole responsibility and against the notice of the involvement in any such act directly or indirectly will incur initiation of strict disciplinary action and could be a reason for termination.



TRIANGLE TECHNOLOGIES PVT. LTD.

Ground floor, Plot no-14B, Jayshree Villa Pawar lane,
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Navi Mumbai, Maharashtra , India 400706.
Email id: sales@triangless.in Tel. - 022-27715566.

www.triangless.in

Notice Period: In case you decide to leave the Company's services during the probation period or after confirmation, you will be required to give thirty days' notice . The Company in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies.

After confirmation, your services would be liable to be terminated by the Company, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

Transfer: The Company shall have the right to transfer/depute you to any of its offices or in India.

Joining Competitor:

-Please note that during the course of your services with the Company you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Company.

-Please note that while joining the services of the Company and during the course of your services with the Company, you would be required to notify the Company immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Company.

-The Company expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Company would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Company, you will not take part in any demonstration/agitation against the Company and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Company leading to initiation of appropriate action.



TRIANGLE TECHNOLOGIES PVT. LTD.

Ground floor, Plot no-14B, Jayshree Villa Pawar lane,
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Email id: sales@triangless.in Tel. - 022-27715566.

- Termination of Employment: Your services with the Company are liable to be terminated
- Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Company in the event of
 - a) Any breach of the conditions mentioned in this letter on your part
 - b) Any incorrect information furnished by you like:
 - Mismatch in your previous employment data even for a day
 - Mismatch in your previous pay slip
 - Fake qualification certificates etc; and
 - c) Suppression of any material information by you.
 - d) Any breach of the Rules and Regulations of the Company as applicable/may be made applicable to you from time to time.



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Email id: sales@triangles.in Tel. - 022-27715566.

General:

-Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.

- You will be bound by the Rules and Regulations of the Company.

- You will keep us informed of any change in your residential address.

If you are agreeable to the above-mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Satish B.Tote

Managing Director

SATISH B TOTE
Digitally signed by SATISH B TOTE
Date: 2022.12.13 14:45:52 +05'30'

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant



TRIANGLE TECHNOLOGIES PVT. LTD.

Ground floor, Plot no-14B, Jayshree Villa Pawar lane,
Behind Indian Oil Petrol Pump, Sector 1A Nerul (E),
Navi Mumbai, Maharashtra , India 400706.
Email id: sales@triangles.in Tel. - 022-27715566.

www.triangles.in

Annexure:

Remuneration:-

- Your Base Salary will be Rs. 380400/- (Rupees only) per annum.
- You will eligible for the Performance base pay after completion of the target i.e 3 crore
Or if the payment is on 100%advance term
- The local travel Expenses will be 4000 which include in base salary.
- Salary distribution will be

24500(In-Hand)+4000(travelling Expense)+1433(PF)Employee end+1533(Employer End)



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Email id: sales@triangles.in Tel. - 022-27715566.

Benefits:

- You will also be eligible for Retirement Benefits of the Company; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Company policy.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Company. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Company under "Employee Benefit Policies" available on the Company's intranet which will be accessible upon joining the Company.

Signature of Applicant



TRIANGLE TECHNOLOGIES PVT. LTD.

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Navi Mumbai, Maharashtra , India 400706.
Email id: sales@triangles.in Tel. - 022-27715566.

JOINING FORMALITIES

The process to join the Company is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

Following documents (xerox copies) are required to be:

- 1) Self-attested copies of educational certificates and marksheet (Xth/XIIth/ Graduation/Post graduation)
- 2) Work Experience Document
 - a. Resignation accepted letter from current organisation
 - b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
- 3) Passport size Photograph
- 4) Address proof (Passport/Voter id/Ration card)
- 5) PAN Card



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Email id: sales@triangles.in Tel. - 022-27715566.



PRIVATE AND CONFIDENTIAL

CJ24161298

August 01, 2023

Sumedh Uttamrao Sonkamble
SAMTA NAGAR, MUKHED,
NANDED, MAHARASHTRA,
431715, MAHARASHTRA

Dear Sumedh,

On behalf of ICICI Securities Limited, we take great pleasure in making you an offer to be part of team I-Sec.

Please find enclosed:

- Our formal Joining Offer cum Appointment Letter
- Components of Remuneration – It has details on all the components of remuneration.

Please quote your reference number, which is appearing at the top of this letter for all future correspondence.

In case you have any further queries feel free to contact at below mentioned number and address:

Address : HR, ICICI Securities Limited,
Shree Sawan Knowledge Park,
Gr. Floor, Plot No. D-507, T.T.C Industrial Area,
M.I.D.C, Turbhe, Near Juinagar Railway Station,
Navi Mumbai-400705

E-Mail Address : robin.raju@icicisecurities.com

Telephone (Direct) : -

Yours sincerely,

For **ICICI Securities Ltd**

Robin Raju

Regional Manager - Human Resources

ICICI Securities Limited
Registered Office (Institutional):
ICICI Venture House, Appasaheb Marathe Marg,
Prabhadevi, Mumbai - 400 025, India.
Tel 022 - 6807 7100

Corporate Office (Retail):
Shree Sawan Knowledge Park, Plot No. D-507,
T.T.C. Ind. Area, M.I.D.C, Turbhe,
Navi Mumbai - 400 706
Tel (91 22) 40 70 1000
Fax (91 22) 40 70 1022

Name of Compliance Officer (Broking Operations): Mr. Anoop Goyal
Email Address: complianceofficer@icicisecurities.com / (91 22) 4070 1000
Website Address: www.icicisecurities.com/www.icicidirect.com





PRIVATE AND CONFIDENTIAL

CJ24161298

August 01, 2023

Sumedh Uttamrao Sonkamble
Pune

Dear Sumedh,

We are pleased to make you an offer of appointment at grade "E" in ICICI Securities Limited (hereinafter referred to as the "Company"). Your job title will be "Senior Relationship Manager". You will be placed in "Retail" Department and "Select" Function at Pune.

The following are the terms and conditions of the appointment.

Commencement/Term:

1. You shall be required to join the Company on or before August 21, 2023.
2. Your appointment is subject to you successfully completing your Post Graduation in Management Course. You are required to submit the copy of certificate latest by November 2023. Failure on your part to submit the required document may initiate appropriate action including termination of your services.
3. You will be on probation for a period of six months or such extended period as may be decided by the Company and would be confirmed basis you meeting up the criteria set by the company from time to time. Please note that this offer of employment is subject to the successful completion of your course and to your acquiring knowledge specified by competent authorities from time to time.
4. You will be informed about your confirmation in the services of the Company in writing.
5. On confirmation, employee would retire from the service on attaining the age of 58 years.

Remuneration:

6. Your Basic Salary will be Rs. 129,360/- (Rupees One Lakh Twenty Nine Thousand Three Hundred Sixty Only) per annum.

Allowances:



7. Your House Rent Allowance will be Rs. 64,680/- (Rupees Sixty Four Thousand Six Hundred Eighty Only) per annum.

8. You shall be entitled to Leave Travel Assistance of Rs. 26,950/- (Rupees Twenty Six Thousand Nine Hundred Fifty Only) per annum.

9. You shall be entitled to Supplementary Allowance of Rs. 127,010/- (Rupees One Lakh Twenty Seven Thousand Ten Only) per annum.

Benefits:

In addition to the above, you shall be entitled to the following:-

10. Comprehensive Mediclaim as per company policy for you will be up to Rs. 4 Lacs per annum or as may be adopted by the Company for its employees from time to time. Once you successfully complete the probation period your immediate family members will be entitled for this benefit. Your immediate family includes yourself, your spouse and 2 dependent children up to the age of 25 years.

11. Personal Accident Insurance coverage as may be adopted by the Company for its employees from time to time for permanent disablement or death due to accidents.

12. Life Insurance Cover as per company policy in case of untimely demise while in the service.

Note : The coverage mentioned above under each policy will be subject to you meeting all the insurance company's policies and insurance/underwriting requirements. Until confirmation by the insurance company that you have fulfilled these requirements, the sum insured will be at the insurance company's discretion.

13. Retirement Benefits of the company in accordance with the statutory requirements and/or, as per Company policy.

- Employer's Contribution towards Provident Fund of Rs. 21,600/- (Twenty One Thousand Six Hundred Only) per annum.

- Contribution towards Gratuity Fund of Rs 10,776/- (Rupees Ten Thousand Seven Hundred Seventy Six Only) per annum. Pls note, Gratuity amount is payable after completion of 5 years continuous service.



14. Maternity benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by I Sec. Details of such benefits offered to employees and eligibility criteria for availing such benefits are notified by I Sec under "Employee Benefit Policies" available on the intranet, which will be accessible upon joining I Sec.

Variable Pay:

15. You will participate in the Company's Sales Incentive Plan. The pay-out depends on the Company's performance, your strategic business unit (SBU) performance and your performance, and other parameters as the Company may decide from time to time. Please note that there is no minimum and/or guaranteed incentive. The Sales Incentive awarded to you in any year will have no bearing to your previous year's incentive. Please note that the Variable Pay payable (if any) to you is inclusive of statutory bonus payable (if any) under the Payment of Bonus Act, 1965 and any amendments therein.

Other Terms and Conditions of Service:

16. Professional Ethics & Confidentiality: While you are in the employment of the Company, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, into the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to the Company and to promote the interests of the Company and will not divulge to any person or utilize any of the Company's secrets or other related information (which you may possess by reason of your association with the Company) outside the Company. It is a condition of your employment that you maintain the confidentiality of any and all proprietary information of which you gain knowledge or possession as a result of your employment with the Company. You must not disclose such proprietary information to any person. The term, 'proprietary information' shall mean all Company information whether in oral, written, diskette, graphic or machine readable form, including but not limited to all non-public lists of customers, agents, general agents, intermediaries, prices, business plans, strategic plans, reserves or other non-public financial information, customer base, manuals, designs, procedures, formulas, discoveries, inventions, improvements, concepts, ideas, future plans and budgets, unannounced organizational or staffing changes, financial analyses, competitive analyses, management information, technical data and market studies. This obligation of confidentiality continues after your employment terminates. Further, complete confidentiality of all employment and compensation details is expected to be maintained by you during your period of employment with the Company. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Company's secrets or other related information (which you may possess by reason of your association with the Company) with any external agencies, press etc. outside the Company or with your colleagues. Any act in breach of this term



would entail initiation of appropriate action as deemed fit by the Company.

- Please note that during the course of your services with the Company you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Company.
- Please note that while joining the services of the Company and during the course of your services with the Company, you would be required to notify the Company immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Company.
- The Company expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Company would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Company, you will not take part in any demonstration/agitation against the Company and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Company leading to initiation of appropriate action.

17. IT Security Practice & Procedures: While you are in the services of the Company, you will adhere to the IT Security Practice & Procedures as prescribed by the Company. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

18. Transfer: The Company shall have the right to transfer you to any of its offices or ICICI group companies in India and abroad.

19. Notice Period And Termination of Employment: During the probation period, your services would be liable to be terminated by the Company without assigning any reason and by giving seven days notice or notice pay of seven days in lieu thereof. During the probation period, if you decide to leave the Company's services, you will be required to give and serve Forty five days' notice period or on payment of an amount equivalent to Forty Five days' gross salary in lieu of the notice period or on a prorate basis for the notice period not served. In such cases the company reserves the right of recovering expenses such as relocation expenses (if any), etc., from your full & final settlement.



After confirmation, your services would be liable to be terminated by the Company, by giving Ninety days' notice or on payment of an amount equivalent to Ninety days' gross salary in lieu of the notice period. Incase of termination consequent to any disciplinary action or loss of confidence under clauses mentioned in the Code of Conduct & Business ethics, the company would not be liable to give any notice or any notice pay thereof. In case you decide to leave the Company's services, you will be required to give and serve Ninety days' notice or on payment of an amount equivalent to Ninety days' gross salary in lieu of the notice period or on a prorata basis for the notice period not served..

Further, the company shall be entitled in its sole discretion, to accept your resignation (either during probation period or after confirmation), either with immediate effect or with effect from any date prior to the last day of the notice period .

On cessation of your employment, you will return any items belonging to or relating to the Company. These include but are not limited to keys, diaries, business cards, files and all other items of a professional nature, which were acquired or created during your employment, including computer software and applications.

20. Gross Misconduct: Gross misconduct would amount to cause for your immediate dismissal without notice or payment in lieu of notice. Examples of gross misconduct include, but are not limited to:

- Non-compliance with all applicable laws and regulations in the conduct of business for and on behalf of the Company;
- If it is found that any incorrect information furnished by you during the interview or while you are employed with the company such as (this is an indicative list and not an exhaustive one) :
 - i. Suppression of any material information by you.
 - ii. Mismatch in your previous employment data even for a day.
 - iii. Mismatch in your previous pay slip.
 - iv. Fake qualification certificates .
- Theft, misappropriation or willful destruction of Company property;
- Refusal or failure to comply with a reasonable instruction given by your supervisor;
- Willful insubordination or disobedience of any lawful and reasonable order of a superior.
- A finding that you are guilty of a criminal offence by a court of competent jurisdiction;
- Your bankruptcy or insolvency;
- Sexual harassment or intimidation of employees;
- Behavior which is either physically or verbally threatening or degrading to others;



- Violation of Code of Conduct & Business Ethics;
- Breach of any of the terms and conditions set out herein and any manual containing the Company's policies and procedures.
- You shall be deemed to have resigned in case you are absent from work or extended your stay after the end of the granted leave without authorization or acceptable excuses, for the period of 15 consecutive days.

Upon termination of your employment, you will return any items belonging to or relating to the Company. These include but are not limited to keys, diaries, business cards, files and all other items of a professional nature, which were acquired or created during your employment, including computer software and applications.

21. You shall not for a period of one year from cessation of your service, solicit or employ any director, officer or employee of any constituent of the ICICI Group in any activity, vocation, profession, employment, consultancy, service, occupation or business that you undertake or in any manner, cause any director, officer or employee of any constituent of the ICICI Group to be solicited or employed by any person or enterprise with whom you may be associated in any capacity. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Company.

22. General: You agree to authorize "ICICI Securities Limited" and the appointed agencies to verify information provided in your resume and / or the applicant Information sheet submitted for employment purposes and to conduct any further enquiries as may be necessary. You also agree to authorize all who may have relevant information pertaining to this enquiry to disclose the same.

Your appointment and continuation in employment are subject to reference checks, complete / full and correct disclosure of material information, qualifications and past employment details and successful completion of your course - graduation/postgraduation and submission certificates / marksheets at the time of joining, as the case may be.

As per the Insider Trading Policy of the Company, you and your immediate relatives are required to trade in Securities only through ICICI Securities and not through any other trading member. Accordingly, please ensure that you comply with the above requirement from the date of your joining.

A declaration confirming the above would be required to be signed by you on your date of joining.

For the above purpose, the following persons are defined as Immediate Relatives:



- Your spouse
- Any of the following who is either dependent financially on you or consults you in taking decisions relating to trading in Securities
- your parents, siblings and your children
- your spouse's parents, siblings and children

23. You will be bound by the Rules and Regulations of the Company. It is your responsibility to read and abide by the Company's policies, procedures, Rules of Conduct and Corporate Policies amended from time to time during your employment. You are required and expected to read and understand all of the above and to strictly adhere to the same. The terms and conditions as laid down in any of the above manuals, handbooks, policies, rules and procedures may be amended by the Company at its discretion from time to time and will be binding upon you. You shall not sign any contracts or enter into any binding agreements, which are outside your defined authority limits on behalf of the Company. You may be authorized from time to time to enter into contracts incidental to the running of the office with the prior written approval of the Company. You shall not pledge the Company's credit and/or make any representations on behalf of the Company unless you are specifically authorized in that regard.

24. You hereby agree that you would not be acting as a life insurance agent or an insurance broker of any Life / General insurance company or of any corporate agent (other than an employee of ICICI Securities Ltd.) of such insurance company.

25. The terms of your employment may be amended at any time. This contract of Employment shall be interpreted and governed by the laws of India.

26. Any notice, consent, request or other communication made or given in connection with this letter shall be in writing and shall be deemed to have been duly given when delivered or mailed by registered or certified mail (return receipt requested) or by facsimile or by hand delivery or overnight courier, to those listed below at their following respective addresses or at such other address as each may specify by notice to the others:



To Employer: HR, ICICI Securities Limited,
First Floor, Door no - 44/2102C,
J J Arcade, Deshabhimani Junction,
Kaloor
Kochi-682017

To Employee SAMTA NAGAR, MUKHED,
NANDED, MAHARASHTRA,
431715, MAHARASHTRA

It will be your responsibility to keep us notified of any changes in your residential/correspondence address in the event that you do not wish to receive the notices at the address stated above.

If you are agreeable to the above-mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period, the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

For **ICICI Securities Ltd**

A handwritten signature in black ink, appearing to read 'Sourabh Kumar'.

Sourabh Kumar

Zonal HR Manager - South & ROTN - Human Resources

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of candidate



REMUNERATION DETAILS		
NAME	Sumedh Uttamrao Sonkamble	
JOB TITLE	Senior Relationship Manager	
GRADE	E	
Components	Monthly	Annually
Basic	10,780	129,360
HRA	5,390	64,680
Leave Travel Assistance	2,245	26,950
Supplementary Allowance	10,584	127,010
Retiral Benefits		
Employer's Contribution to PF	1,800	21,600
Total Fixed Pay	30,800	369,600
*Gratuity	898	10,776
Total Pay	31,698	380,376
** Gratuity is payable after completion of 5 years of continuous service.		



Letter Of Intent - State Street HCL

2 messages

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: rahulsul2000@gmail.com <rahulsul2000@gmail.com>

Thu, 29 Dec, 2022 at 1:03 pm

LETTER of INTENT

Date – 29 December 2022

Pune

Dear sul Rahul chandrakant,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self- explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact <kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

The contents of this e-mail and any attachment(s) are confidential and intended for the named recipient(s) only. E-mail transmission is not guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or may contain viruses in transmission. The e mail and its contents (with or without referred errors) shall therefore not attach any liability on the originator or HCL or its affiliates. Views or opinions, if any, presented in this email are solely those of the author and may not necessarily reflect the views or opinions of HCL or its affiliates. Any form of reproduction, dissemination, copying, disclosure, modification, distribution and / or publication of this message without the prior written consent of authorized representative of HCL is strictly prohibited. If you have received this email in error please delete it and notify the sender immediately. Before opening any email and/or attachments, please check them for viruses and other defects.

Rahul Sul <rahulsul2000@gmail.com>
To: rahulsul16@gmail.com

Thu, 29 Dec, 2022 at 1:05 pm

[Quoted text hidden]

Date: March 01, 2023

Subject: Offer of Employment

Dear Akshay Tayade,

Heartiest Congratulations to you!

HDFC Life is delighted to offer you the full-time position of Executive Trainee in our contingent upon your successful clearance of MBA/Post Graduate examination.

A detailed Compensation structure is enclosed here with (Annexure 1) for your reference. An appointment letter along with the terms and conditions of employment will be issued to you after joining. Your joining will be subject to your successful completion and clearance of the Pre-Joining Training and Assessment.

We are extremely excited to have you onboard. We are looking forward to receiving your acceptance of the offer on the duplicate copy of this letter. Please attach your resume and two passport size photographs with the same. We would like to update that all necessary documents need to be submitted with us during your joining stage.

For & on behalf of
HDFC Life Insurance Company Limited



Sushil Chander
VP - Human Resources

HDFC Life Insurance Company Limited

Corporate & Registered Office:

13th Floor, Lodha Excelus, Apollo Mills Compound,

N. M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

CIN: L65110MH2000PLC128245

+91 22 6751 6666

1860-267-9999

Available Mon-Sat from 10am to 7 pm (Local Charges apply)
DO NOT prefix any country code e.g. +91 or 00.

www.hdfclife.com



Annexure 1

Date: March 01, 2023
Name: Akshay Tayade
Designation: Executive Trainee
Band: 2

CTC STRUCTURE	
Components	Per Annum
(I) Fixed Pay	
Basic	142,500
House Rent Allowance	85,500
Other Allowance	133,066
Bonus	32,971
(II) Reimbursements	
LTA	11,875
Fuel	21,600
Mobile Handset	10,000
Total Fixed Pay and Reimbursements	437,512
(III) Retirals	
Provident Fund	21,600
Gratuity	6,888
(IV) Valued Benefits	
Group Insurance Benefit	9,000
Fixed Cost to Company (FCTC)	475,000

Other Benefits (as per prevalent Company Policy):
Group Term Insurance: Term cover of INR 1,200,000/-
Mediclaime: INR 200,000/- for self (dependents are covered after 6 months)

HDFC Life Insurance Company Limited

Corporate & Registered Office:

13th Floor, Lodha Excelus, Apollo Mills Compound,

N. M. Joshi Marg, Mahalaxmi, Mumbai - 400 011.

CIN: L65110MH2000PLC128245

+91 22 6751 6666

1860-267-9999

Available Mon-Sat from 10am to 7 pm (Local Charges apply)
DO NOT prefix any country code e.g. +91 or 00.

www.hdfclife.com



Date : 14 Dec 2023
Offer No : GS10096583

MANSI BHALCHANDRA THAKARE.

Dear **MANSI BHALCHANDRA THAKARE**

Welcome to Quess! Thank you for getting connected with us.

Quess is the largest staffing company in India with nearly 3.5 lakh associates. We have operations across the country, and we partner with more than 1000 companies to provide employment. Besides India, we operate in 10 countries worldwide.

There are many advantages of associating with Quess.

1. Access to multiple organizations across India for jobs.
2. Formal employment with provident fund, medical support - Quess is a fully compliant organization.
3. Full transparency through our WorQ app; all documents including salary slips, offer letter and medical cards are provided via the app. A helpdesk is available to support you.
4. Financial support and other benefits through our app where you can take loans and get access to products and services at discounted prices.

Formal employment through Quess is an excellent step to build a long term and successful career. Many associates have worked with us over years and have had a steady and sustainable growth.

We will be reaching out to you very soon to formalize this association. Please Do stay connected. We look forward to a long-term association and welcoming you to be a part of the Quess family.

Wishing you all the best for a successful career with Quess.

With warm regards,

For **QUESS Corp Limited.**



Nitin Dave
CEO Staffing



Date : 14 Dec 2023
Offer No : GS10096583

CONDITIONAL OFFER LETTER / LETTER OF INTENT

Dear **MANSI BHALCHANDRA THAKARE**

We are pleased to extend to you an offer of employment for the position of at Quess Corp Ltd. (hereinafter referred as Quess), and would be deputed at our Clients Place **POONAWALLA FINCORP LIMITED** for a fixed term. Please note the key details of this Conditional Offer Letter:

Your Date of Joining is 18 Dec 2023

Please note: This is your tentative Date of Joining. For payroll processing, your actual date of reporting to the client site will be considered.

Your Designation will be HR EXECUTIVE & Your Work Location will be Pune

Your deputation at any given location will be subjected for change as per the project and requirement.

This offer is subject to the fulfillment of the following conditions:

1. Document Submission: This validity of this letter is subject to your submission of documents our Mobile app – “Paperless Onboarding Platform” or POP (available on Google Play Store and Apple Store). To know how to submit the documents to Quess, please refer annexure “How to Submit Your Documents”. Please Submit the Documents within 24 hours of receipt of this Letter.

If You are a “Fresher”	If You Are an “Experienced”
<ul style="list-style-type: none"> Aadhaar (Please ensure that you carry the phone number linked to your Aadhaar Card) PAN Bank Account (Cheque or Passbook) Any Other Document specified at the time of Interview 	<ul style="list-style-type: none"> Aadhaar (Please ensure that you carry the phone number linked to your Aadhaar Card) PAN Bank Account (Cheque or Passbook) Existing UAN Number Existing ESIC Number Confirmation if the Employee was part of EPS Scheme in past. Any Other Document specified at the time of Interview

Quess Confidential

Offer No : GS10096583
Toll Free: 1800-572-3333 | help@quesscorp.com | CIN No.L74140KA2007PLC043909

Quess Corp Limited, 3/3/2, Bellandur Gate, Sarjapur Road, Bengaluru-560103, Karnataka, India
www.quesscorp.com

 2

2.Quality Check of Documents: Each document submitted by you will go through a quality check. In case of false details or incomplete details, this offer will be considered null & void.

3.Satisfactory Background Check: You will be required to undergo a background check, including employment history, education verification, and criminal record check, conducted by our authorized agency. The offer is contingent on the successful completion of this background check.

4.Medical Examination: You may be asked to undergo a medical examination by a licensed medical practitioner selected by the company. The offer is conditional upon you meeting the health requirements necessary for the position.

5.Verification of References: We will contact the references you provided to verify your past employment and performance. The offer is subject to positive feedback from your references.

6.Code of Conduct Undertaking: You undertake to abide by the code of conduct and ethics prescribed by the client as well as Quess. Any violation of the code of conduct and ethics would be subjected to appropriate and stringent disciplinary action including termination of service.

7.This contract would be exclusively with Quess, and you shall never be or deemed to be the employee of Client, where you have been deputed.

8.Notwithstanding the tenure of this offer, in the event of the project / work / deputation for which you are being employed terminates before your offer end period, this offer shall be coterminous with the project / work. During the period of offer, either of the parties may terminate the contract by giving 15 days prior notice in writing or payment in lieu thereof. However due to breach of code of conduct, misbehaviour, or indiscipline etc, then in such cases, Quess will have / reserve rights to terminate immediately without giving notice period.

The above is based on current policies of the company; any change in the policy impacting the above points will be communicated through policy communications channel.

All the best!!!

With warm regards,

Quess Corp Limited



Tej Hans Raj Singh

Deputy CEO Staffing

I hereby accept the above mentioned terms and conditions.

Name:

Signature:

Date: 14 Dec 2023



SUBMIT YOUR DOCUMENTS USING OUR MOBILE APP



Download POP App

Submit Your Documents
using Paperless Onboarding
Platform or POP App

Download Now

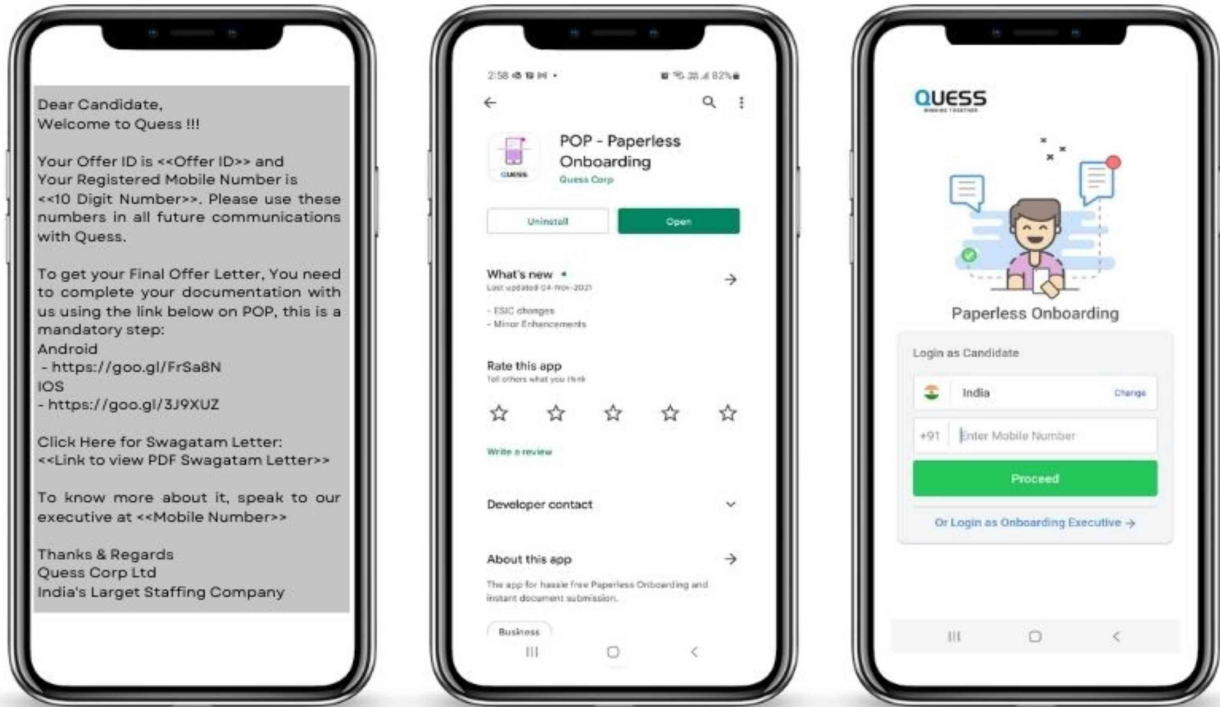


If You are unable to Scan the QR Code, Click the Link Below according your Mobile Phone.



https://play.google.com/store/apps/details?id=com.harbour.onboarding&hl=en_US

<https://apps.apple.com/in/app/pop-paperless-onboarding/id1249954011>



You will receive SMS from Quess, which will have a link. Use that link to download POP App for completing the documentation.

Download POP App through Google Play Store or Apple Store. Type "POP"

Enter Your Registered Mobile Number to Start Documentation Process

II. What makes Quess Corp a preferred staffing partner across globe?

We at Quess ensure that an associate's lifecycle runs smoothly irrespective of geographical boundaries or cultural differences. Becoming the youngest organization to achieve this feat of over 3,50,000 associates base is testimony to the faith our associates place in us.

Furthermore, when you become a part of Quess' Family, you enjoy the following benefits right from the first day of your joining:

- Timely Salary
- Branches
- ESI Benefits
- PF Benefits
- Insurance & Cashless Mediclaim Benefits*

A Quessian's query is always addressed, and yours will be too. To get any information or clear a doubt, feel free to reach us at:

- help@quesscorp.com
- 1800-5723-333 (Toll Free) | Mon - Fri (09:30 - 18:30 hrs)

All the best for the journey ahead!

STRICTLY PRIVATE AND CONFIDENTIAL

Date: 03-05-2023

Dear Tejas Vilasrao Thakare,

SUBJECT: OFFER CUM EMPLOYMENT LETTER

With reference to your application and the subsequent discussions with you; we are pleased to offer you an appointment at Bajaj Finance Limited ("Company") on the following terms:

1. DESIGNATION & BAND

You will be designated as "Functional Trainee" at GB02 Band.

2. PERIOD OF EMPLOYMENT

2.1 Basis your confirmation that you were relieved from the services of your previous employer as of the date of your joining with Bajaj Finance Limited, please note that, your employment with Bajaj Finance Limited will commence tentatively on **08-05-2023** (or any other date as may be agreed by BFL, in its sole discretion) and will continue on an on-going basis, until terminated by either party, with prior notice to the other as per Clause 5 of this Employment Letter.

2.2 The retirement age at the Company is 60 (sixty) years. Your employment will terminate automatically and without further notice on the last day of the month in which your 60th (sixtieth) birthday falls.

3. HOURS AND PLACE OF WORK

3.1 You shall be based in our **Pune - Corporate Office** office but may be required to serve the Company in any place within or outside India, as required.

3.2 You may be required to travel nationally and internationally on the business of the Company.

3.3 You will be required to work such hours as may reasonably be expected of you and as is consistent with an appointment of this nature.

3.4 You may, at the discretion of the Company be transferred to any of the divisions, departments, in the Company, its subsidiaries, branches or associate companies and you shall abide by the standing orders and services rules prevailing in such place/ entity without entitlement to any extra remuneration.

JR & Application No.	:	JR00114068 1232319
Full Name	:	Tejas Vilasrao Thakare
Consent Details	:	Accepted
Date & Time	:	03-05-2023 01:28:19 PM
Mobile	:	7038070770
IP Address	:	106.213.84.223

Bajaj Finance Limited

Corporate Office: 4th Floor, Bajaj Finserv Corporate Office, Off Pune-Ahmednagar Road, Viman Nagar, Pune 411014, Maharashtra, India
Registered Office: Mumbai - Pune Road, Akurdi, Pune - 411 035, Maharashtra, India

Tel: +91 20 30405060

Fax: +91 20 30405020

Corporate ID No.:
L65910MH1987PLC042961

www.bajajfinserv.in/finance



4. SALARY

- 4.1 Your basic salary will be **Rs. 9,000/- (Rupees Nine Thousand only)** and your house rent allowance will be **Rs. 4,500/- (Rupees Four Thousand Five Hundred only)** per month. Your emoluments from the Company will be subject to tax deductions at source and other withholdings as required by law.
- 4.2 A detailed break-up of your compensation is attached as Annexure – A to this Employment Letter.
- 4.3 You hereby authorise the Company to deduct from your salary (including any salary, leave pay, sick pay and pay in lieu of notice period) all debts or sums owed by you to the Company, its subsidiaries or associate companies, including any outstanding loans (and interest thereon) due to the Company, its subsidiaries or associate companies from you.

5. TERMINATION OR RESIGNATION FROM SERVICE

- 5.1. The employment can, subject to the policies of the Company and the terms and conditions of this Employment Letter, be terminated by either party by serving **90 (Ninety days)** written notice to the other party. The notice period of **90 (Ninety days)** is part of the Employee Separation Policy which is available for your reference on the Company's HRMS.
- 5.2. The Company reserves the right to accept/ reject the notice pay in lieu of notice period mentioned hereinabove. The Company reserves the absolute right to terminate your services at any time, without assigning any reason whatsoever, by giving you notice in writing or pay in lieu of notice period.
- 5.3. The Company reserves the right, at its discretion and at any time during the notice period to announce to employees, clients, suppliers and customers of the Company, its subsidiaries or associate companies of your termination/ resignation. However, you expressly agree hereby, not to make any announcement of your termination/ resignation, unless the same has been formally intimated to you or accepted by the Company in writing, as the case may be.
- 5.4. **Obligations arising out of termination:** You hereby agree that:
- (a) On or before the date of your termination from employment with the Company, you will delete any information, connection or reference between you and the Company, any client or customer of the Company, or any prospective client or customer of the Company stored / exchanged on social media (such as Twitter, Skype, Facebook, YouTube, Flickr, LinkedIn, Wikis, Google+ etc.) or any other networking platform, online communication tool which facilitates the creation, publication, storage and/or exchange of user-generated content ("**Digital Media**").

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- (b) After termination of employment, all or any information of the company shall be considered to be Confidential Information and you will continue to be under an obligation to maintain confidentiality about any tangible or intangible information of the Company. Accordingly, you shall restrain from indulging in spreading of any false / defamatory / instigating / abetting / unlawful content on "Digital Media" (as described in Clause 5.4 above) which may prejudicially impact (directly or indirectly) the reputation of the Company and /or its group companies, subsidiaries, affiliates, or other partnerships.
- (c) In the event that your employment is terminated by the Company or by you prior to 12 months from your employment Commencement Date, you hereby agree to pay back the entire lumpsum amount (whether in the form of sign on amount or joining bonus or notice period buy out or any other form of payment) if any received by you, within 30 days after such termination.

6. ANNUAL SALARY REVISION

- 6.1. We follow an April to March performance cycle. All salary revisions come up for review in the month of April at the sole discretion of the Company.
- 6.2. Employees who have joined the organization on or before October 1 in the current calendar year, may be eligible for a proportionate salary review during April of next calendar year. The increment if any, is dependent on various factors including performance of employee and would be proportionate to the months' of service rendered by the employee. Those joining after 1st October, will not be eligible for the same.

7. PERFORMANCE BASED VARIABLE BONUS/ INCENTIVE

- 7.1. You will be eligible to participate in the Company's variable pay programs/ incentive schemes. The payment under this program depends on your performance, the Company's performance and other parameters as the Company may decide from time to time. Please note that there is no minimum payment under this program.
- 7.2. Payment of this amount is subject to your being in the Company's employment and also subject to your not having resigned or serving your notice period.
- 7.3. You will declare your relationship, if any, with any of the directors of the Company as required by the Companies Act, 2013.
- 7.4. In case you are or become related to any employee of the Company, then, in the former case you will inform the Company immediately and in the latter case within 7 days of your becoming so.
- 7.5. You will abide by all the policies and disclosure norms of the Company that are in effect and by any amendments thereto carried out by the Company from time to time.

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8. COMPANY POLICIES AND PROCEDURE

- 8.1. You will devote all your working time to the business of the Company, its subsidiaries and associate companies, as the case may be, depending on the office you are holding and will carry out your duties diligently and properly. You will do your best to promote, protect and develop the interests of the Company and its subsidiaries and associate companies and will not knowingly do or willingly permit to be done anything that causes prejudice, loss or injury to the Company or its subsidiaries and associate companies.
- 8.2. You shall be required at all times to comply with the Company's rules, policies and procedures as may be amended by the Company from time to time, and the same are to be considered as part of terms and conditions of this Employment Letter. You are also required to comply generally with the standards reasonably expected of an appointment of your nature.
- 8.3. Without any limitations on your obligations under Clause 8.1 above, you are also required to comply with the Company's disciplinary and grievance procedures which would be applicable to you, a copy of which is available with the Company's HR Department. For the avoidance of any doubt, whilst the Company's disciplinary rules form part of your contract of employment with the Company, the disciplinary and grievance procedures do not and as such, the Company is not under any contractual obligation to apply those procedures in any particular case.

9. ADDITIONAL DUTIES

- 9.1. You agree and consent that the Company may require you (without additional remuneration) to carry out different or additional duties (including holding any office in the Company, its subsidiaries and associate companies) consistent with your status and position in the Company.
- 9.2. You agree and consent that the Company may engage another person as a temporary replacement for you and/ or to carry out some or all of the responsibilities of your role on a temporary basis if you are suspended or are otherwise in the reasonable opinion of the Company unable to properly carry out some or all of those responsibilities for any reason.

10. EXCLUSIVE EMPLOYMENT

While employed by the Company, you will not:

- 10.1. Be an employee of, or be engaged in any other capacity by, any other company or organisation other than the Company, for remuneration and/ or otherwise, whether full time or part time, without the prior written permission from the Company;
- 10.2. Be involved in any capacity in providing services directly or indirectly to any other person, in respect of any business which is similar to or which does or might reasonably be expected to compete or conflict with any aspect of the business of the Company, its subsidiaries and associate companies or which may otherwise affect the proper and efficient performance of your duties;

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Bajaj Finance Limited

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- 10.3. Be entitled to receive or obtain directly or indirectly any discount, rebate, commission or other benefit in respect of any business transacted (whether or not by you) by or on behalf of the Company or its subsidiaries and associate companies. This prohibition also extends to your immediate relatives. If you, any of your immediate relatives or any other company or other business entity in which either you or they are interested directly or indirectly obtain any such discount, rebate, commission or other benefit, you will immediately account to the Company, its subsidiaries and associate companies for the amount received or the value of benefit obtained; and/ or
- 10.4. Make contact or communicate with any member of the press or media or anyone so connected on behalf of the Company, its subsidiaries and associate companies, or publish any articles or letters or post any content on any Social Media platform on behalf of the Company or its subsidiaries and associate companies other than as required for the purposes of carrying out your duties and in strict compliance with the Company's media policy.

11. INTELLECTUAL PROPERTY

- 11.1. All intellectual property including but not limited to any discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up made, discovered or created by you during your employment (whether alone or with others and whether or not in the course of your employment) in connection with or relating to the business of the Company, its subsidiaries or associated companies or capable of being used or adapted for use in it shall belong to and be the absolute property of the Company. If required to do so by the Company (whether during or after the termination of your employment), you will, at the expense of the Company, promptly execute all instruments and do all things necessary to vest ownership of all other rights, title and interests (including any registered rights in the same) in such discovery, model, concept, idea, know-how, method, database, computer programme or software (including related preparations and design materials), invention, improvement in procedure, trade mark, trade name, design, logo, copyright and all similar rights or get-up in the Company (or its nominee) absolutely and as sole beneficial owner.
- 11.2. You acknowledge that your remuneration and all consideration paid to you by the Company, under this Employment Letter and as may be revised from time to time, includes compensation for the assignment (if any) to the Company of all intellectual property rights and that the rights and obligations under this Clause shall continue in force after the termination of this Employment Letter in respect of any intellectual property created during your employment with the Company and shall be binding upon your legal representatives.

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12. CONFIDENTIALITY AND NON-DISCLOSURE

- 12.1. You hereby agree that without the prior written consent of the Company, either during or after the period of employment and except as required by you in the course of your employment, you shall not divulge, directly or indirectly, or otherwise use, disseminate, disclose, reveal, report, copy, transfer, lecture upon or publish articles concerning any confidential information, including but not limited to all and any intellectual property under Clause 11.1 above which may come to your knowledge during the term of your employment and/ or otherwise, and shall maintain complete secrecy in respect of all such confidential information and/ or intellectual property entrusted to you and shall not use or attempt to use such confidential information and/ or intellectual property in any manner which may or may be likely to injure or cause loss either directly or indirectly to the Company or its business. You hereby agree that this restriction shall continue to apply even after the term of your employment with the Company, your termination from employment with the Company and/ or your resignation from the Company without limit as to a point in time, excepting when such confidential information and/ or intellectual property becomes available in the public domain.
- 12.2. You hereby agree and acknowledge that in the event of your being in violation of Clause 12.1 above, the Company is at liberty to initiate appropriate civil and criminal legal action against you including but not limited to prosecution for data theft and criminal breach of trust.
- 12.3. For the purposes of this Employment Letter, "confidential information" includes and is not limited to all trade secrets and confidential information relating to the Company, its subsidiaries or associate companies, or their businesses and its or their past, current or prospective clients and suppliers and their respective businesses, and further includes and is not limited to all intellectual property of the company as under Clause 11.1 above.

13. COMPANY'S IMAGE

You will be always alive to the duties and responsibilities attached to your employment and you shall conduct yourself accordingly and protect and project the image of the Company.

14. FALSE RECORDS/INFORMATION/ MISREPRESENTATION

- 14.1. If any document or information furnished by you to the Company is false or if you are, at any time, found to have suppressed any material information, or if you made any misrepresentation, you will be liable for termination without notice and the notice period contemplated under clause 5.1 will NOT apply in such situation.
- 14.2. Further, this appointment is subject to us receiving satisfactory reports, based on verifications and reference checks done by us.

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15. GENERAL

- 15.1. This Employment Letter and the annexures to this Employment Letter and the various agreements and documents referred to in this Employment Letter constitute the sole record of this Employment Letter between the parties with regard to the subject matter hereof and shall substitute any other agreement/ understanding between the parties in respect of the subject matter of this Employment Letter.
- 15.2. If any provision of this Employment Letter is held to be illegal, invalid or unenforceable for any reason, such provision may be unenforceable between the parties but without affecting, impairing or invalidating any of the remaining provisions of this Employment Letter which shall continue to be of full force and effect.
- 15.3. The expiry or termination of this Employment Letter (for any reason) shall not operate to affect any of its provisions which, in accordance with their terms, are expressed to operate or have effect after such expiry or termination.
- 15.4. Notices must be given by either party by letter or e-mail addressed to the other party at, in the case of the Company its registered office for the time being, and in your case, to your last known address and e-mail address issued by the Company. Notices may also be issued by you to the Company. Any notice given shall be deemed to have been given at the time of delivery to and/ or receipt by the intended recipient.
- 15.5. This Employment Letter shall be governed by the laws of India and the parties submit to the exclusive jurisdiction of the Courts in Pune. Any reference to a statutory provision shall be deemed to include a reference to any statutory modification or re-enactment of it.

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Annexure - A

Detailed Salary Structure

Date : 03-05-2023
Name : Tejas Vilasrao Thakare
Band : GB02

Particulars	Annually	Monthly
Basic	108,000	9,000
House Rent Allowance	54,000	4,500
Special Allowance	140,928	11,744
Statutory Bonus	35,472	2,956
Contributory Provident Fund	21,600	1,800
ESIC	0	0
Fixed Pay	360,000	30,000
Gratuity	5,195	
Indicative Performance Pay#	90,000	
Total Cost to Company	455,195	

#The Indicative Performance Pay amount as per the current performance pay policy may vary depending upon the performance of individual and of the company. The management reserves the rights to amend policy at any point of time.

* The exact sum of all elements may mismatch up to Rs.10/-. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

Other Benefits:

- Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
- Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.
- If your employment is terminated by you for any reason prior to completion of twelve months of services, then you will pay back to the Company the entire joining expense incurred if any, by the Company.
- You would be covered under the Group Term Life Insurance scheme, with a sum insured of **Rs. 2,000,000 /- (Rupees Twenty Lakh only)**. Additionally, you would be covered under the Group Accident Insurance Scheme, with a sum insured of **Rs. 2,500,000 /- (Rupees Twenty-five Lakh only)**.
- Further, you would be entitled to a hospitalization claim policy of up to **Rs. 300,000 /- (Rupees Three Lakh only)** the premium for which will be borne by the Company. You have the option to include spouse, parents, and up to two children (Group subsidized premium borne by the employee).

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Welcome to Bajaj Finance Limited, and wish you a very successful career with the group.

Encl: Annexure

I have fully read and understood the terms of this Employment Letter. I accept the same on the above terms and conditions, and as appointed, I agree to abide by the rules and regulation of the company and will be joining on 08-05-2023.

By entering the one-time password ("OTP") sent by Bajaj Finance Limited or by submitting physical signature, I hereby confirm that I have read, understood and unconditionally agree and acknowledge to be bound by the terms of this letter

Name and OTP Acceptance, confirming acceptance of the above terms and conditions

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Consent Details	:	Accepted
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IP Address	:	106.213.84.223



AUTHORISED SIGNATORY
BAJAJ FINANCE LIMITED



Digitally signed by
DS BAJAJ FINANCE
LIMITED 1
Date: 2023.05.03
13:28:23 +05:30
Reason: Security
Location: Pune

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Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahaballipuram Road, Navalur Village and Panchayat, Thirupurur Panchayat Union, Chengalpatt Taluk, Kancheepuram Dist. Chennai – 603 103, India

Worksite Coimbatore : Module I-3, 2nd Floor, Tidel Park Coimbatore Limited (TPCL), Civil Aerodrome Post, Coimbatore 641 014, India.

Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Verwada, Pune – 411 006, India.

Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

Date: April 17, 2023

Private & Confidential**Akshaykumar Anilprasad Tiwari**

B2 Flat 606 Sneha Vihar Society,
Dangat patil nagar ,Shivane,411023,
Pune,
Maharashtra,
India - 411023
Document ID - bbb2e530-9be9-4978-a979-75843cd6950b

Dear Akshaykumar Anilprasad ,

- Congratulations! With reference to your application and subsequent interview, we are pleased to make you an offer –cum - appointment with **State Street HCL Services (India) Private Limited (“SSHS” or “HCLTech” or “Company”)** as **Analyst**. You are required to report on April 19, 2023 at 09:00 AM at the address: **Statestreet HCL Services (India) Private Limited, PuneSEZ-Mekong 3F-7F,EmbassyTechZone-SS.**
- Your annual compensation would be **Rs. 240000 per annum** as per Annexure I. However, the structure and components of your Compensation plan may be changed from time to time in line with the Compensation Policy and practices of the Company. In addition to your CTC, you would be eligible for a process allowance of based on the process you are aligned to. Process Allowance will be shown as an annual component in the CTC annexure but the same shall be payable to you on a monthly basis. Process Allowance is payable from the Date of production. In the event of process change, Process Allowance will change accordingly and a new compensation letter to this effect will be issued to you thereafter for your records/reference
- You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiter’s email id- sagardo@hcl.com , failing which the offer will stand null and void.
- Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement.

State Street HCL Services

Statestreet HCL Services (India) Private Limited

CIN : U72900DL2012FTC229698

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- All our operations function **24x7, 365 days in a calendar year**. Your working hours, number of working days in a week, weekly - off will depend upon the process requirements. Your working hours will be as advised to you by your superiors from time to time but **shall not exceed 48 hours** in a week. It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work.
- In accordance with the authorization on your application, your appointment is subject to your clearance of **Background Verification/Reference Check/any other test specified by the client** and genuineness of documents or information provided by you to the Company. You are being provisionally offered on the presumption that you have no criminal background as per law of the land and the particulars furnished by you in your Application and/or Bio-data are correct. We will also be contacting your referrals. **Please note that this offer is subject to satisfactory references being obtained.**
- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure II to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.
- In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies
- In case the aforesaid particulars are found to be incorrect or it is found that you have **concealed or withheld** some other relevant facts, your offer/employment with the Company shall stand terminated/cancelled forthwith, without any notice.
- **Probation** - You will be on probation for a period of 6 months from the date of your joining. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period.

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- Performance and Compensation Reviews** - Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Your annual performance appraisal and compensation review will be initiated on completion of your anniversary (12 months from date of joining HCLTech) and subsequently compensation review will be aligned and effected from the first day of the subsequent quarter. **Probation period & Performance Appraisal / Compensation Review shall be deemed to be changed with the change in position / process / function**
- Your services during the period of probation shall be liable to be terminated giving **two month** notice or **two month** basic salary in lieu thereof without assigning any reason thereof. Likewise you will also be competent to terminate your contract of employment by giving **two month** notice. The waiver of the notice period fully or partially or acceptance of such basic salary is at the Company's sole discretion. Further, the aforesaid requirement of notice period may be extended, if mutually agreed by you and the Company.
- The company shall be entitled to accept your prospective resignation with effect from a date earlier than the one offered by you and thus relieve you at any time during your notice period as the notice is for the benefit of the management and balance notice period can be waived at any time by the management. In such an event, however, you shall be paid basic salary for the remaining period of your notice. In case the management at your request accepts a shorter period of notice, you shall be entitled to receive your salary only for the actual number of days worked.
- Employment of Relatives-** At the time of joining, you must declare your family members / relatives working in a direct or indirect supervisory / subordinate relationship or as third party resources in the same work unit (Respective L3 Organization Unit Level). This is required to avoid any conflict of interest. During your employment with the Company, if any of your direct relatives are offered by HCLTech or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives herein include parents, spouse, brother/s, sister/s and children of the employee.
- On joining you will be imparted with necessary training. You are expected to meet with all the requirements in the training. In the event, you are unable to meet with the expectations; we would be constrained to terminate your services. During the training period working schedule shall be of any six days a week.
- All Employees are entitled to avail the Company Transport within the defined limits as per company's policy

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- During your employment if the company identifies any negative instances/ irregularities relating to your previous employment, your employment will be terminated with immediate effect.
- You and your family (spouse, dependent children, dependent parents) will be covered under comprehensive Medical Insurance scheme/ESI as per policy
- Your resignation shall become effective as soon as the management accepts it. The management shall be competent to withhold its acceptance in respect of your resignation in case dues are recoverable from you or if you are under suspension and/or disciplinary proceedings are pending or contemplated against you or for any other similar reasons. After having opted to resign and given the intimation to this effect, you shall be debarred from withdrawing your resignation except with the written permission of the management.
- Subject to other terms of the instant letter, company reserves the right to terminate your services without any cause assigned to the termination. In such a case, the company at its discretion would consider to pay the terminated employee one-month basic salary only.
- During your employment with the Company, you will be liable to be transferred to any of the offices/ departments /manufacturing units of the Company or of associate companies/ group companies, client location, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management. Provided that if you are deputed to any associate/ subsidiary/ group company outside India by the Company, you shall be treated as having bound yourself to serve the Company for the deputation period, and for the stipulated period thereafter, if any, and the same shall be treated as the contract period vis-à-vis this contract of service.
- You may be required to attend specialized training, either in India, or abroad, and it is expected that you will be ready and willing to undertake such training, as the same is necessary to enable you to effectively discharge your duties with the Company. The training period would be any six days of a week. The Company shall be spending considerable amount of money on the said training, and it is expected that you shall work for the Company for a certain minimum stipulated period of time after completion of the said training, so as to enable the Company to get the benefit of the amount spend by it. It is the practice of the Company to execute a training and/or Service agreement at the commencement of training in which the rights and liabilities of the respective parties are set out. You will be required to compensate the company for the amounts spend by it on the training in the event of your committing breach of your obligations under the training - and - service agreement. You may also be required to furnish at least one surety to guarantee due compliance with the terms of the training and/or service agreement as per the policy. Subject to above, during your employment with the company, you may also be required to execute agreement(s) in the nature of NDA (Non-disclosure agreement) or any other agreement/undertaking/affidavit due to client/process/business requirements.

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Registered Office	: 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

- During your employment with the company, you will be governed by the policies, service rules and regulations of the company being in force or introduced/amended later. In this regard, a confidentiality undertaking at the time of joining and/or any other agreement that may be required from time to time will be required to be executed by you.
- You shall not divulge, communicate or pass on any information, secrets directly or indirectly which you may come to possess as a result of your employment with the company to any outsider or to anyone not employed by the company. At all times you shall maintain absolute integrity. You shall not communicate, in any manner, any information regarding your remuneration / terms of employment to any other employee of the company except your immediate superior and/or concerned person(s) of HR Department. Indulgence in such activities or any violation of this norm shall lead to termination of your employment immediately.
- You would be initially posted at **Pune**, where you are requested to report to Human Resources Group on joining. Upon joining, you will be required to sign a standard undertaking on your obligations to conform to organizational discipline, policies and norms.
- During your employment with the company, you will not take up employment elsewhere either part time or otherwise. Besides you will not engage in any commercial activity. In case of defiance of this provision, Company shall have all rights to take appropriate disciplinary action against you, in its sole discretion.
- In case you absent yourself from duty for **7** days or more or extend leave at your own and without consent of management beyond originally granted leave, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the company. In such case the Company will initiate necessary action as per its policy, in that regard.
- You will be retired from service on attaining superannuation age of 58 years or earlier in case you are found physically and/or mentally unfit to work any longer or for continued ill-health as certified by the medical officer nominated by the Company.
- You are requested to submit 10 passport size photographs and the attested copies of the following documents, at the time of joining:
 - School leaving certificate / birth certificate
 - Educational qualification certificate (from 10th std onwards) along with mark sheets
 - Passport (The first 4 and the last 4 pages)
 - Relieving letter or duly accepted resignation letter from your present and previous employers

State Street HCL Services

Statestreet HCL Services (India) Private Limited

CIN : U72900DL2012FTC229698

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- Salary certificate from your present and previous employers
- Please ensure to accept the Online Offer Letter once you have gone through all the clauses. Your acceptance to the Letter is mandatory before you report to joining.

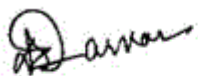
Please note that no commitments other than what is mentioned in this letter & its annexure(s) will be applicable to you or entertained by us.

You are advised to go through the contents of this offer letter and the annexure(s) before signing the duplicate copy.

With best wishes and looking forward to a mutually fruitful association.

Yours sincerely,

For Statestreet HCL Services



Debasis Sarkar

Sr. VP, Head-Global Rewards

DEBASIS SARKAR
SENIOR VICE PRESIDENT

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

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DECLARATION

I, Akshaykumar Anilprasad Tiwari, hereby declare that I have completely understood the contents of the instant Letter and I agree to abide by the below mentioned clauses:

1. Flexible to work in any shifts, process, Centre and location.
2. All the required documents to be submitted on the date of joining.
3. Salary will be subject to revision in case of non-submission of the required experience certificates.
 - Unsatisfactory responses from the previous employment references may lead to reduction in salary or/and termination of employment with us.
4. Non-disclosure of prior experience with HCLTech will lead to termination of employment.

In case, the aforesaid particulars are found to be incorrect or it is found that I have withheld some relevant facts, State street HCL Services (India) Private Limited has the right to withdraw the instant Letter of Offer and/or terminate my employment with immediate effect.

CIN : U72900DL2012FTC229698

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Annexure II

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED TO FACILITATE JOINING, PRE-EMPLOYMENT BACKGROUND VERIFICATION / VALIDATION AND APPOINTMENT PROCESS AT HCLTech

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

Additional documents (To be submitted on request)

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

Things to Remember

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

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

List of Documents required for joining (Must be mandatorily uploaded on Discover HCLTech Portal)

S. No	Document Name
-------	---------------

Worksite Chennai	: ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahaballipuram Road, Navalur Village and Panchayat, Thirupurur Panchayat Union, Chengalpatt Taluk, Kancheepuram Dist. Chennai – 603 103, India
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1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)
2	Extension Letter (if the Date of Joining in the offer letter is past dated)
3	Passport –Name & DOB page as proof
4	10 th Mark sheet, only if passport is not available.
5	PAN Card as ID Proof (Only if passport is not available)
6	Passport Size Photographs (Only with white background)

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

If requested by the recruiter, you may be required to report to HCLTech Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining.

If your joining is completed remotely, please submit the requested documents to the HCLTech Onboarding team within 7 days of your date of joining, either in person or through courier.

Location of HCLTech Onboarding Team for joining formalities:

Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahaballipuram Road, Navalur Village and Panchayat, Thirupurur Panchayat Union, Chengalpeta Taluk, Kancheepuram Dist. Chennai – 603 103, India

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S. No	Location	Address
1	NOIDA	HCL Technologies Ltd, Gate No. -1 , Akashi Induction Room, Ground Floor, Tower – 1, Hub SEZ,, Plot No 3A, Sector 126, Noida - 201303. UP (India)
2	CHENNAI	HCL Technologies Ltd, Sez Unit-2 (Sdb2 Buid), Elcot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd, Himalaya Induction Room, Level-2, H-01B, Special Economic Zone, Phoenix Infocity Pvt Ltd, -Survey No. 30,34,35 & 38, Hitech city 2, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd, Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd, IT City, Near Chack Gajaria Farms, Sultanpur Road, Gate No. 1, Tower SDC-02, First Floor – Induction Room-1, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Elcot, IT SEZ , , , Plot No. 5 & 7, Ilanthaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur -441108
11	Coimbatore	State Street HCL Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private Limited, Medha IT Towers, Third Floor, Kesarapalli, Gannavaram, Krishna District 521102

Please go through the contents of this letter of offer and the annexure before accepting it. Your acceptance of the e-offer will be deemed as you have read and accepted all the clauses mentioned here-with.

Besides the above policies **State street HCL Services (India) Private Limited** is governed by policies* which are listed in corporate intranet www.hclbpo.net.

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Annexure III

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components are explained as following:

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

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

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

Attendance Allowance Attendance Allowance is payable max. up to INR.1000/- per month.

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

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

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

- The policy covers Hospitalization expenses and Maternity expenses.

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

- **Coverage under ESI:**

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

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

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

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

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

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

Gratuity

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

ANNEXURE IV

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

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

1. Confidential Information:

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

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

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

2. Inventions:

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

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

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protectable by copyright are “works made for hire”, as defined under the local copyright legislations (and all amendments thereto).

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

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

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

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Worksite Coimbatore : Module I-3, 2nd Floor, Tidel Park Coimbatore Limited (TPCL), Civil Aerodrome Post, Coimbatore 641 014, India.

Worksite Pune 1 : Commerzone, Unit 401, 4th Floor In Building 7, Survey No. 144 & 145, Samrat Ashoka Path, Opposite to Airport Road, Verwada, Pune – 411 006, India.

Registered Office : 806, Siddharth, 96, Nehru Place, New Delhi – 110 019, India.

of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.
4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.
5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.
6. **Non-Competition:** During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

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

- i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the
- ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is
- iii. performed in the same geography / market where I provided services for the Company.

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

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

7. **General Provisions Regarding Covenants**

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

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

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

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9. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.
10. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.
11. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

Akshaykumar Anilprasad Tiwari

April 17, 2023

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

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of

State Street HCL Services

Statestreet HCL Services (India) Private Limited

CIN : U72900DL2012FTC229698

Worksite Chennai : ETA Technopark –Special Economic Zone, Upper Ground Floor of Blocks 3, No.33, Old Mahaballipuram Road, Navalur Village and Panchayat, Thiruporur Panchayat Union, Chengalpet Taluk, Kancheepuram Dist. Chennai – 603 103, India

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taxation or tax saving measures in any form and that the same is individual's decision / personal choice.

Please note that all components mentioned above may or may not be a part of your compensation structure. HCLTech reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.



Averon Software & Services.

In collaboration with Concept Software & Services Inc.

OFFER LETTER

Date: 01-April-2022

Sneha Waghmare

Congratulations!

Dear Sneha,

With reference to your application and subsequent interview with us, we are pleased to appoint you as a **Talent Acquisition Executive** in Human Resource Department on the following terms and conditions as agreed upon mutually:

Should you accept this job offer, per company policy you'll be eligible to receive the following salary on hire date.

- Salary: Annual gross starting salary of Rs. 1,82,400 only, your monthly gross salary will be ₹ 15,200/- only.
 - Joining date: Friday, 04-April-2021
 - Job timings: 12:00 PM to 9:00 PM IST (flexible)
-
1. Salary: Post Training you shall be paid a salary of Rs. 1,82,400 Lacs /- pa (Rupees One lac eighty two thousand four hundred per annum only) as per the annexure and this would be liable for deduction of government taxes, contributions and subscriptions, if any.
 2. That you have been appointed on the post of **Talent Acquisition Executive** and you will have to perform all work or duties connected with the said post that may be entrusted to you from time to time, at the discretion of the management.
 3. Probation Period: That you shall be appointed on probation for 3 months from the date of joining the company. In the event, your services are found satisfactory, during the probation period your services shall be confirmed.



Averon Software & Services

In collaboration with Concept Software & Services Inc.

4. Notice Period: You shall have to give **two months' notice** to the management whenever you choose to leave the employment.
5. Leave: Averon grants leave in absence to all its employees on certain terms and conditions to meet personal, domestic, social necessities, in case of sickness, disability and for vacation purpose etc., we have total 18 days paid leaves plus 4 Days Half paid Sick leaves, all leaves are applicable from Month of April to March for every year. All leaves are applicable after completion of probation period.
6. That you shall have to produce all your original testimonials when required by the management and if required file their true-copies with us.
7. You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.
8. You will be required to maintain utmost secrecy in respect of Client Records, commercial offer, Client Details, financial documents, Program cost & estimation, Technology, companies policy, Company's patterns & Trade Mark and company's human assets profile.
9. You will be required to comply with all such rules and regulations as the Company may frame from time to time.

Any of our technical or other important information which might come into your possession during the continuance of your assignment with us shall not be disclosed, divulged, or made public by you even thereafter.
10. You may be required to work from home at times as per Company's requirements. During these times, you **MUST** have a broadband Internet connection to connect to internet for work purpose. You must prohibit from using Mobile based internet connection during the working hours.



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In collaboration with Concept Software & Services Inc.

ANNEXURE

Gross Monthly	Net Monthly
₹ 15,200	₹ 15,000

Salary Breakup

Basic Salary + DA	0
House Rent Allowance	0
Conveyance	800
Medical Allowance	1,250
Night Shift Allowance	13,150
Leave Travel Allowance	0
	₹ 15,200

Deduction

Profession Tax	200
EPF	0
TDS	0
Income tax	0
	₹ 200

1/16/24, 9:44 AM

Sinhgad Technical Education Society Mail - 2021-23- Selection- State Street HCL Services



Dr.Prachi Pargaonkar <sknssbm.placement@sinhgad.edu>

2021-23- Selection- State Street HCL Services

Director CPC <placementmba@sinhgad.edu>
 Bcc: sknssbm.placement@sinhgad.edu

29 December 2022 at 13:03

Dear All,

We congratulate the below mentioned students for getting selected with
 State Street HCL Services

Sr. No	College	Univesity PRN	Candidate Name (As per 10th Marksheet/ Passport)
1	SIBAR	SPPU	Aishwariya Arun Jadhav
2	SKNSSBM	Savitribai	Akotkar Ketan Pralhad
3	SIOM	2052100664	Amita Suresh Khandagle
4	SIOM	2052100546	Awate sandesh Sanjay
5	SIMCA	2052104429	Ayushi Pardeshi
6	SIBAR	SPPU	Bangale Omkar Subhash
7	RMDSMS, Kondhapuri	2052107780	Barahate Akshay Manohar
8	SIOM	2052101118	Bhagyashri Bhanudas Gaikwad
9	SIOM	2052100536	Bhushetti Atharva Umashankar
10	NBNSSOMS	SPPU	Borate Pratik Jagannath
11	NBNSSOMS	2052114725	BORATE SHUBHAM VIJAY
12	RMDSMS	2052115455	Dhage Sayali Kailas
13	SIOM	2052100745	Dheeraj Kumar
14	SKNSSBM	2052112400	Dinesh Sambhaji Shinde
15	SBS	2052105558	Dongare Sanket Balasaheb
16	SKNSSBM	sppu	Gaikwad Anuj Baliram
17	SIOM	2052100967	Gaikwad Saurabh Ananta
18	SBS	2052105693	Gangdhar Shivpriya Ratnadeep
19	SIBAR	2052104867	Gargi Dattaprasad Ogale
20	SKNSSBM	2052112455	ghadge suraj haribhau
21	SBS	2052105671	Ghag Gandhali Ajay
22	SIBAR	SPPU	Gundwade Vinod Anil
23	SBS	2052105571	HARSHAL GHANSHYAM RATHI
24	SIBAR	2052104921	Hrushikesh Nandkumar Satav
25	SIOM	2052100678	Jagtap Akshada Shashikant

44 AM

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6	SIOM	2052100762	Jaybhaye Vishal Shahadev
27	SIMCA	2052104317	Jogadand nikhilkumar shivaji
28	SKNSSBM	2052112511	Kajal Sukhdev Kapure
29	SIOM	2052100533	Kalpesh Prakash Jadhav
30	SIOM	2052100929	Kangude Rushikesh Ramesh
31	SKNSSBM	2052112520	kende shubham narendra
32	SKNSSBM	Savitribai Phule Pune University	Kudache Anant Chandrakant
33	SKNSSBM	2052112395	Lalbige Nakul Dhiraj
34	SKNSSBM	2052112484	Landge saloni baburao
35	SIOM	2052100537	MAHADIK AASHUTOSH PANDIT
36	SBS	2052105537	Manohar Devidas Baviskar
37	SIBAR		Mitali Mukund Sasane
38	SIOM	2052100526	Mohini Kachrural Bhangdiya
39	SIOM	2051100909	Navjyot Vivekanand Akhade
40	SIOM	2052100784	Nimkar Kajal Anil
41	RMDSSOMS	Savitribai Phule Pune University	Pallavi Gajanan Wankhade
42	RMDSMS, Kondhapuri	2052107779	Pandey Amitkumar Sushilkumar
43	SIMCA	2052104394	Patil Anuja Atul
44	RMDSSOMS	SPPU	Patil Harshali Shamkant
45	SIOM	2052100530	Patil Vishal Chandrakant
46	SBS	2052105733	Pekamwar Gopikishan Ganesh
47	SKNSSBM	2052112420	Pradumn kisan wakale
48	SIOM	2052100545	Pratik khairnar
49	SIOM	2052101101	Pratik Ravindra Gujarathi
50	SIBAR	2052104814	Pratiksha Anil Gujar
51	SIBAR	Savitribai Phule Pune University	Pujari Hanumant Mallappa
52	SIOM	2052100925	Ritesh Tilak Katakwar
53	SIOM	2052100577	Rutika Panditsing Raghuwanshi
54	SKNSSBM	2052112465	Rutvik Sanjay Kamat
55	SIMCA	SPPU	Sagar Kishor Dalal
56	SKNSSBM	2052112529	Sharma Abhishek Manojkumar
57	RMDSSOMS	SPPU	Shejul Omkar Satish
58	RMDSMS, Kondhapuri	2052107792	Shinde Geeta Sunil
59	SKNSSBM	2052112576	Shitole Rutuja Dushyant
60	SKNSSBM	2052112417	shubham sudhakar Rao Rajurkar
61	SKNSSBM	2052112561	Shukla Rushikesh Rameshwar
62	SIBAR	2052104872	Sujata Gajanan Bhawane
63	SKNSSBM	SPPU	sul Rahul chandrakant

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44 AM

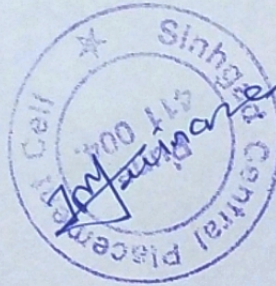
Sinhgad Technical Education Society Mail - 2021-23- Selection- State Street HCL Services

64	SIBAR	SPPU	SUPEKAR DHIRAJ RAJENDRA
65	SIOM	2052100686	Thakre Yamini Rajendra
66	SIOM	2052100971	Tushar Harischandra Navale
67	SKNSSBM	2052112397	Varsha Vikas Mhetre
68	SIOM	2052101082	Vikas Sanjay Fase
69	SBS	2052105529	Waikar Rutuja Sitaram

Best Wishes,
Team CPC
Sinhgad Institutes

Sinhgad Technical Education Society | www.sinhgad.edu

Confidential Information. The information contained in or attached to this e-mail may be confidential information subject to protection by law or terms of applicable confidentiality agreements, and is intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you should destroy this message and notify the sender by reply email.





Ref: 3DSINDIALAB/ HRD/2022-23/6045

01-Sep-23

To,

Name: Ms. Rutuja Suryakant Wankhede

Address: Pune

Offer Letter: Apprenticeship

Dear Rutuja,

This is with reference to your application and letter from your college for the Apprenticeship, we are pleased to offer you an educational Apprenticeship with **Dassault Systemes Solutions Lab Pvt. Ltd. (Formerly Known as 3D PLM Software Solutions Pvt Ltd.)** Red Fort Bldg, Plot No. 4, Phase 1, Pune Infotech Park, M.I.D.C, Hinjawadi, Pune – 411057 on the following terms and conditions:

1. Your Apprenticeship will commence from **4-Sep-23** to **3-Sep-24** and you will be based at our **Pune** establishment.
2. As an Apprentice you will not be the company employee hence you will not be entitled to salary and or benefits that the permanent company employee receive.
3. During your Apprenticeship, you will be paid **INR. 50,000 (Fifty Thousand)** per month as stipend. Upon completion of your Apprenticeship period, you will be issued a certificate based on your performance and conduct during this period.
4. You will be required to sign a Confidentiality and IPR Agreement, as applicable effective from the date of joining to protect the Company's and its clients' rights in the information and materials developed by you or disclosed to you during the course of your Apprenticeship. A copy of the Confidentiality and IPR Agreement can be provided to you as applicable, if you so request.
5. Your Apprenticeship may be terminated by the Company at any time without assigning reasons by giving by 30 days' notice. Similarly, you are also require to give 30 days' Apprenticeship termination notice.
6. During your Apprenticeship, as per the Company policy, you will be entitled to the benefits as applicable to the Apprentice.
7. Your breach of any of the terms of this letter or any other agreement signed by you with the company, or your breach of the Company code of conduct, policies, rules, regulations and procedures, or The company finds your performance unsatisfactory during any period of Apprenticeship in the discharge of duties assigned to you, or any act or omission by you that may have the effect of injuring the reputation or business of the company or causing loss to the company, or your failure to comply with the instructions specified in Annexure A hereto,



or your unauthorized absence from work; or your insubordination; or your misconduct. In the event of such circumstances, your Apprenticeship shall be terminated without giving any notice.

8. Please acknowledge your acceptance of offer by signing and returning the duplicate copy of this letter. You are requested to report at the following address by **09.30 AM** on the date of joining mentioned above. Please ask for **Shivani Patade or Kiran Kumthekar** to complete the joining formalities and carry the documents as listed in [Annexure A enclosed herein](#).

Dassault Systemes Solutions Lab Pvt. Ltd. (Formerly Known as 3D PLM Software Solutions Pvt Ltd.) Red Fort Bldg, Plot No. 4, Phase 1, Pune Infotech Park, M.I.D.C, Hinjawadi, Pune – 411057

We understand that you may have queries during your joining period. We would encourage you to contact **Nikita Tikhe** (on Email ID: Nikita.TIKHE.Contractor@3ds.com/ Tel: 9405928499).

We hope that your Apprenticeship with the Company will be successful.

With best regards,

For Dassault Systemes Solutions Lab Pvt. Ltd.,

Monisha Sharma
INDIA Talent Acquisition & Sourcing Senior Manager



Annexure A
MANDATORY LIST OF DOCUMENTS

Please carry the original documents along with a photocopy on your Date of Joining. Originals will be returned after verification on the same day:

- 1) Educational mark sheets & certificates –
 - (i) 10th mark sheet
 - (ii) 12th mark sheet
 - (iii) Graduation – Semester mark sheets & certificates
 - (iv) Post Graduation - Semester mark sheets & certificates
 - (v) Any other certificates
- 2) Bonafide letter from College
- 3) No objection letter for Apprenticeship from College
- 3) Address proof (Any one): Passport/ Rent agreement /Light bill /Aadhaar card
- 4) Aadhaar card
- 5) Doctor's Certificate in original which must mention the following:
 - (i) Certificate Date (not more than one week prior to date of joining) ,(ii) Your Full Name
 - (iii) Your Age, (iv) Certification that you are of sound physical and mental health and also that you are not suffering from any contagious disease. (v) Blood group.
- 6) Four passport size color photographs



DR - BPS/RH9373139/293432/Pune/April/V0

OFFER OF EMPLOYMENT **PRIVATE & CONFIDENTIAL**

March 31, 2022

Prakash Yadav,
Damodar arihant, lane no-16, ambegaon bk,
Pune

Dear Prakash Yadav,

Welcome to Mphasis!

It was a pleasure meeting you to explore a career opportunity with Mphasis BPO Division.

Based on our discussions, we are pleased to offer you the position of Tr Transctn Procng Off, in **Band 5, Level 1** with our organization. The gross compensation will be INR 1,85,500/- (One Lakhs Eighty Five Thousand Five Hundred **rupees only**) per annum. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexure.

Mphasis is defined by a strong and intrinsic culture that sets us apart. Our DNA, while evolving through various transformations, has still fundamentally been driven by the same core values. **Customer centricity** has been one such tenet that influences every Mphasian. We strive to understand our customer's need, staying ahead of the curve to deliver best-in-class service. Equally crucial, is our **outcome focus**, wherein our eyes stay on the end result without compromising on our quality, ethics and people. We draw our greatest strength from our people. Hence, **empowering** our workforce has gone hand-in-hand with greater accountability, thereby creating responsible citizens of the world. As we redefine what business success means in the changing landscape, we believe in inculcating the spirit of **experimentation** so that established systems and ways of doing things are constantly tested, questioned and disrupted. Imagination, innovation and the ability to take risks are fundamental characteristics that make us shatter boundaries.

Contact Us:

T : +91 080 6750 1000

F : +91 080 6695 9943

E : investor.relations@mphasis.com

www.mphasis.com

Mphasis Limited

Registered Office:

Bagmane World Technology Centre,
Marathahalli Outer Ring Road, Doddanakundi Village,
Mahadevapura, Bangalore 560 048, India

CIN: U72200KA2000PTC038931



These shared values and beliefs are the influencers of everyday work culture at Mphasis that has eventually built our ethos. It is what integrates us across technologies, platforms and geographies. We are proud of it and we eagerly welcome you to the Mphasis way of life.

This offer of employment is contingent upon you fulfilling the background verification process that the organization will conduct. We look forward to you joining us at our Pune office on April 01, 2022. Please keep your recruiter informed, in case of advancement in the joining date.

Please endorse your acceptance by duly signing the duplicate copy of this letter on all sheets at the bottom on the right corner and return to the undersigned.

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CIN: U72200KA2000PTC038931

ANNEXURE - 1**SALARY OFFER SHEET**

Component	Monthly Gross	Annual Gross
Basic	6,183	74,200
House Rent Allowance	3,820	45,845
Leave Travel Allowance	NA	NA
Special Allowance	1,546	18,550
Ex-Gratia/ Bonus1	1,750	21,000
TOTAL FIXED CASH	13,300	1,59,595
Performance Incentive	773	9,275
Variable Pay2	NA	NA
TARGET CASH COMPENSATION	14,073	1,68,870
Employer Provident Fund	928	11,130
Mediclaime Insurance Premium	458	5,500
TARGET COST TO COMPANY	15,458	1,85,500

Details of Incentive Plan:

(1) Max Performance Incentive	The Company shall pay this incentive as per the performance incentive plan based on the employee's performance against set targets every month. You will be entitled to incentives only if you are employed in the Company for the entire month. Your supervisor shall share with you the performance incentive plan details at the time of your joining.
-------------------------------	---

Note:

- As per Statutory regulations, if you are covered under Payment of Bonus act, this component will be paid as "Bonus" if not will be paid as "Ex- Gratia".
- Variable Pay will be payable on Quarterly basis. Amount shown is payable on 100% Target achievement. The company and unit/function performance achievement against the target measured quarterly shall determine the payout under the Variable Pay Plan. Note: Variable Pay is governed by the provisions of Variable Pay Plan (available on Mphasis Intranet) and the same will be reviewed from time to time.

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 Mahadevapura, Bangalore 560 048, India

CIN: U72200KA2000PTC038931



3. Statutory deductions like ESI, Professional Tax and Income Tax (if any) will be deducted at Source and will be applicable as per stipulations.



Additional Benefits:

- You are covered under the Group Mediclaim Insurance for a sum insured of INR 300,000 per annum. This mandatory coverage also includes your spouse and 2 children. As per the policy, you have an option to enroll your dependents (parents/parents-in-law) by paying additional premium.
- You are covered under Group Personal Accident Insurance or INR 500,000 per annum.
- You are covered under the Standard Group Term Life insurance for a sum insured equal to 80% of your Fixed CTC or INR 400,000, whichever is higher. This benefit is extended only to the employee.
- Meal Card: You will be eligible to enroll for a meal allowance of INR 2,200 per month. This is a voluntary option and will be adjusted with your special allowance.
- As per the Maternity Benefit (Amendment) Act, 2017, women employees are eligible for Maternity Leave of 26 weeks. Adoption Leave and Paternity Leave are also applicable as the case may be. Please refer to the **Company Policy** for more details.
- NA
-



ANNEXURE - 2

TERMS OF EMPLOYMENT

Your employment at Mphasis("Mphasis") will be governed by the Mphasis policies as modified from time to time. Copy of the present policy will be made available to you on your joining Mphasis. In particular and without prejudice to the foregoing statement, some of the more significant terms and conditions that govern your employment, subject to modifications from time to time, are detailed below.

1) Hours of Work

1.1. You may be required to work in shifts and / or extended working hours as permitted by law. Shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year, subject to applicable laws. The shift timings may change from time to time which you will be notified in advance.

1.2. Employees at the client site shall follow the working hours as applicable at client site.

2) Place of Employment

2.1. During your employment with Mphasis, you will be liable to be transferred or deputed to any of the offices, departments of Mphasis or its Associates, Subsidiaries or Group Companies, whether in India or abroad.

2.2. In the event of transfer or deputation of your services your salary and other benefits will be determined in accordance with Mphasis policies prevalent at that time.

3) Travel

You may be required to travel, whether in India or overseas, in connection with office work at short notice.

4) Salary and Benefits

4.1. Mphasis reviews employee compensation periodically and you may be eligible for salary increase based on review. However, any salary increase shall be at Company's sole and absolute discretion which is dependent on Organization's as well as Individual performance.

4.2. In addition to salary, you shall also be entitled to receive other benefits as applicable under Mphasis' policy. The Company shall, in its sole discretion, be entitled to amend, vary, and modify any of the terms and conditions of the policy with regard to the benefits that are offered to you.

Contact Us:

T : +91 080 6750 1000

F : +91 080 6695 9943

E : investor.relations@mphasis.com

www.mphasis.com

Mphasis Limited

Registered Office:

Bagmane World Technology Centre,
Marathahalli Outer Ring Road, Doddanakundi Village,
Mahadevapura, Bangalore 560 048, India

CIN: U72200KA2000PTC038931



5) Relocation:

5.1. You are eligible for relocation expenses reimbursement as per the company policy. In the event of your separation within 12 months of joining Mphasis, this amount has to be paid back to the company.

6) Leave Entitlement Policy

All employees are eligible for an annual paid vacation. Please refer to the employee handbook or contact the HR department for further details regarding the Company's leave and vacation policy.

7) Termination

7.1. Your employment with Mphasis is subject to termination on:

7.1.1. Mphasis may terminate your employment at any time giving you at least two months' prior notice in writing or payment of your then current salary prorated for any shortfall in notice; and

7.1.2. You may terminate your employment by giving Mphasis at least two months' prior notice in writing.

7.2. Mphasis reserves the right to, at its sole discretion, substitute the notice period by paying you salary in lieu of the notice period.

7.3. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with Mphasis, and that your termination/resignation letter (by whatever name it is called) will be accepted by Mphasis only on your satisfying the mandatory notice period as stated in Mphasis' HR handbook. Further, till such time as Mphasis accepts your resignation letter, you will be deemed to be an employee of Mphasis and the terms and conditions of your employment will still continue to bind you. 8.4. Mphasis shall have the right to terminate your employment immediately without notice or payment in lieu of notice if:

7.4.1. You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with Mphasis' policies and code of conduct; or

7.4.2. You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent,

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being convicted by any criminal court, being involved in fraudulent acts, etc.) or commit any act which in the opinion of Mphasis is likely to bring Mphasis any disrepute whether or not such act is directly related to the affairs of Mphasis; or

7.4.3. You commit any breach of any of your duties or obligations under this agreement or the policies of Mphasis.

7.4.4. There is discrepancy in the copies of the documents/certificates given by you as proof in support of the information provided by you. In the event of termination under Clause 7.4.2, you shall not be entitled to any benefits whatsoever.

8) Mode of Communication

For any service of notice or communications of any kind, you will be informed by email or ordinary post at the address given by you at the time of your employment or such other address as may be intimated by you to the management thereafter.

9) Confidentiality

9.1. You agree at all times during the term of your employment and thereafter (Without limit of time);

9.1.1. To hold the Confidential Information in strictest confidence, and not to use attempt to use the same, except for the benefit of Mphasis, and

9.1.2. Not to disclose or divulge the Confidential Information to any person or entity without written authorization of Mphasis.

9.1.3. You agree to return to Mphasis all proprietary information, including copies on paper, harddrive, disk,tape and other media, upon completion or termination of any project or upon cessation of your employment with Mphasis ITServices.

9.2.For the purposes of Clause 10.1,“Confidential Information” means any of Mphasis proprietary or confidential information, technical data ,trade secrets or know-how, whether (oral or written or in electronic format and whether marked confidential or not), including but not limited to; research, business plans, products, product improvements, processes and process documents ,services, projects ,proposals ,all work produced by you whether during normal working hours or not, computer program, documentation, customer lists and customers (including, but not limited to, customers of Mphasis with whom you become acquainted), markets, software, developments, inventions processes,

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formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures ,finances ,techniques ,strategies ,discoveries, the title and description of any patents or patent applications filed by Mphasis in any country or jurisdiction (until the same is generally available to the public), and any other business information of Mphasis including its business plans, practice methodologies and technologies (including computer software), training materials ,personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you, whether such information is intangible form or not, written or otherwise and formal or not. Confidential Information however shall not include knowledge, skills or information which is common to the business of Mphasis or which is generally known outside Mphasis.

9.3. You understand that retaining the confidential nature of the confidential information is of utmost importance to the business of Mphasis and in addition to the terms stipulated in this agreement here in you agree to execute a Non Disclosure Agreement with Mphasis.

10) Intellectual Property

10.1. You agree that any proprietary rights whatsoever, including but not limited to, patents, copyright and design rights as a result of the development of and/or the application of all work produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including but not limited to any invention, design, discovery or improvement, computer program, documentation, confidential information, copyright work or other material which you conceive, discover or create during or in consequence of this employment with Mphasis shall belong to Mphasis absolutely.

10.2. You agree, at Mphasis' expense, to provide, during and after this employment, all such assistance as Mphasis reasonably considers necessary, to secure the vesting of such rights in Mphasis or Terms of Employment Mphasis its nominees (including waiver of any such rights including author's special rights under Section 57 of the Copyright Act 1957).

11) Data Privacy Compliance Policy

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You consent to the terms and conditions of the Data Privacy Compliance Policy stated below:-

11.1. You consent to the processing of your personal data in accordance with Mphasis data privacy policy (the "Policy"), a copy of which can be obtained upon request;

11.2. In particular, you explicitly consent to:

- The collection and processing of sensitive personal data about you to the limited extent and for the purposes described in the Policy;
- The transfer worldwide of personal data held about you by Mphasis to other employees and offices of Mphasis' worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of your personal images and voices in marketing material ,videos, etc.

11.3. The reference to information "about you" includes reference to information about third parties, such as spouse and children (if any), which are provided to Mphasis by you on their behalf. The reference to "sensitive personal Data" may be understood to include reference to the various categories of personal data identified by European and Other applicable data privacy laws as requiring special treatment, including in some circumstances, the need to obtain explicit consent. These categories comprise personal data about racial or ethnic origin, political opinions, religious or other similar beliefs, trade union membership, physical or mental health, sexual life or criminal record.

11.4. In addition, you agree to treat any personal data to which you have access in the course of your employment strictly in accordance with this Policy and other Mphasis policies and procedures. In particular, you will not use any such data other than in connection with and to the extent necessary for the purposes of your employment.

12) Non-Compete

You undertake and agree to maintain client exclusivity and to this end, during the validity of this agreement and for a minimum of 2 years thereafter, you shall neither solicit business nor offer product/services and/or conduct any business ,that directly competes with the kind of product/services that is offered by Mphasis to such client ,either directly or indirectly with any of Mphasis, client or any third party exposed to you,. In case you violate this provision, a minimum amount of Rs.3lakhs shall be payable by you to Mphasis as damages.

13) Non Solicitation of Employees and Clients

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You agree that during the period of your employment with Mphasis, and for one year after the date of termination of such employment (regardless of whether this cessation of employment is voluntary or involuntary, or caused by the breach of this Agreement by either party), other than on behalf of Mphasis, you will not, either directly or indirectly:

(A) solicit, divert, take away, hire, or recruit, or attempt to solicit, divert, take away, hire, or recruit, any employee of Mphasis; or

(B) adversely affect the business prospects of Mphasis by soliciting, diverting, taking away, hiring, or recruiting, or attempting to solicit, divert, take away, hire, or recruit, the business of any client, customer, potential client, potential customer, person, or entity with whom you had dealings as an Employee of the Mphasis or any purpose related in any manner to the business of Mphasis.

(C) You agree the foregoing restrictions are reasonable both as to time and extent given the nature and scope of Mphasis' present business and the duties of your employment.

14) Warranty

14.1. You warrant that your joining Mphasis will not violate any agreement to which you are or have been party to.

14.2. You warrant that you will not use or disclose any confidential or proprietary information obtained from a third party prior to your employment with Mphasis.

14.3. You warrant that you will comply with all Mphasis applicable policies and standards and shall perform your services in manner consistent with the ethical and professional standards of Mphasis.

14.4. You warrant that you possess all the requisite certificates, licenses, permits, work visas, clearances to be able to lawfully perform the services.

15) Indemnification

You agree to indemnify Mphasis for any losses or damages sustained by Mphasis caused by or related to your breach of any of the provisions contained in this Terms of Employment.

16) Retirement

Your age of retirement from the service will be on completion of sixty years. However, you may opt for voluntary retirement at any age before sixty years during your services in the establishment if you are unable to continue in service satisfactorily. The actual date of retirement shall be the last working day of the

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calendar month in which your 60th birthday falls.

17) General

17.1. This agreement contains the entire agreement between the employee and Mphasis. Mphasis reserves the right to amend the terms of the agreement with prior intimation to you. This agreement supersedes any prior agreements or understandings between the parties relating to the matter of proprietary rights and / or non-disclosure.

17.2. This agreement is made under and shall be construed according to the laws of India. Employee agrees to submit to the jurisdiction of the courts of Bangalore (Karnataka).

17.3. This agreement shall remain current and in force, irrespective of whether you are under employment of Mphasis or not.

17.4. Should any part of this agreement be declared illegal or unenforceable, the parties here to will co-operate in always open to them to obtain substantially the same result or as much thereof as may be possible, including taking appropriate steps to amend, modify or alter this agreement.

If any term or provision of this Agreement shall be hereafter declared by a final adjudication of any tribunal or court of competent jurisdiction to be illegal, such adjudication shall not alter the validity or enforceability of any other term or provision unless the terms and provisions so declared are expressly defined as a condition's precedent or as of the essence of this agreement, or comprising an integral part of, or inseparable from the remainder of this agreement.

18) Background Verification Clause

We are considering all the details given by you in your resume and references provided are to the best of your knowledge. This offer letter can be withdrawn anytime if any of the details provided in the resume or reference check happens to be negative.

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Acknowledgement and Acceptance of Appointment with Mphasis

I, _____ have read and understood the above terms and conditions governing my employment with the company and hereby accept the above-mentioned appointment in totality.

I confirm my acceptance of the offer and shall report for work on April 01, 2022.

Signature : _____
Name : _____
Date : _____
Place : _____

ANNEXURE - 3

List of mandatory documents that needs to be uploaded in the tool as part of your offer release process and to proceed further with your onboarding formalities.

Sl. No	Details	Description
1.	Photograph	Soft copy of white background passport size photograph
2.	Education Documents	Highest education; i.e.; degree / post-graduation completion certificate (Provisional Certificate/ Consolidated Marks sheets/ all semester marks card)
3.	Identity Proof	Passport/ PAN Card/ Election ID/ Driving Licence/Aadhaar Card.
4	Employment Details	Current Employment: last 3 months salary slip along with a copy of the offer letter Previous Employment: Relieving letter/ experience letter (which captures start date, end date & position details)
5	LOA	Signed Scanned copy of - Letter of Authorization (LOA)

Please note, your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the company reserves the right to revoke the offer. Being an ISO certified company, it is important for you to submit these documents on or before your date of joining us. Your joining the Company is subjected to you furnishing all of the above documents and duly verified by Mphasis.

Digitally signed by DS MPHASIS LIMITED 1
 Date: 2022.03.31 04:55:42 GMT
 Reason: Authorised by Srikanth Karra
 Location: Bangalore

17-Mar-2022

Dear Vaishnavi,

SUB.:Offer Letter

Congratulations! With reference to your interview, we are pleased to offer you the position as Service Delivery Executive, BGV at our Pune office.

Breakup of your compensation package is provided herewith. We would like you to join our company on 21-Mar-2022 at 10:30 AM unless otherwise agreed to in writing or else the offer will be null and void. Your gross emoluments will be Rs. 215000 per annum (CTC). You will be issued a detailed appointment letter on your joining with us.

	Per Month	Per Annum
General Components		
Basic	8958	107500
House Rent Allowance	4479	53750
Special Allowance	1695	20337
Total Gross Salary	15132	181587
Employer Contribution		
Provident Fund	1278	15340
Gratuity*	431	5171
ESI	492	5902
Total Employer Contributions	2201	26413
Annuals		
Fixed Bonus		7000
Cost to Company (CTC)		215000
Employee Deductions		
Provident Fund	1278	15340
ESI	114	1362
Total Net Salary**		13740

Note 1:

* Gratuity is payable to employee on completion of 5 years' service as per Payment of Gratuity Act, 1972

** Excluding taxes (Professional Tax, Income Tax, etc.)

Note 2:

Our monthly payroll cycle is from 1st to the last day of every month.

You are asked to report for duty at the following address: *Neeyamo Enterprise Solutions, 1st floor, IT 5 building, M/S Flagship Infrastructure Pvt Ltd, SEZ, Survey no. 154/6, Rajiv Gandhi InfoTech Park, Hinjewadi, Phase 1, Pune-411057.*

Please indicate your acceptance of this offer under the terms described above by returning a signed copy of this letter no later than 19-Mar-2022, post which the offer stands null and void.

We count on you to take Neeyamo to greater heights. Wish you the very best!

Warm Regards

For **Neeyamo Enterprise Solutions Pvt. Ltd.**



Rupinder Kaur

Director, Human Capital Management | Neeyamo Enterprise Solutions

Annexure

Annexure 1: List of document copies you need to produce on Day 1

1. Current Resume
2. Class X Mark Sheet & Certificate
3. Class XII Mark Sheet & Certificate
4. UG, PG, Other : Mark Sheets & Certificates
5. Professional Qualification: Certificate
6. Relieving Letter or Experience Certificate
7. Salary Slip from the Last Organization
8. 4 Passport Size Photographs on white background
9. Form 16/ Salary Certificate from the Last Organization
10. Passport Photocopy
11. PAN Card Photocopy
12. Address Proof (Voters ID/ Driving Licence/ Aadhar Card, etc.)
13. Signed Copy of the Offer Letter
14. Recent VISA (for NRI employee only)

Date: 18th May 2023

To,

Mr. Prasad Yadav

Address: Parvateshwar Co-Op Housing Society, L-6 ,Flat No 84 Near Shahu College Road Parvati Paytha Pune 411009

Mobile: 8793250203, 9175011755

Email ID: prasadyadav4201@gmail.com

Dear Prasad,

Crave InfoTech & Consultancy Services Pvt. Ltd. (The "Company") hereby confirms your Association with Company as **Executive Business Analyst** reporting to the respective reporting manager in Crave InfoTech. Your roles and responsibilities are listed in **Annexure I** on the following terms and conditions:

Compensation: Your annual CTC will be **INR 400000/- (Rs Four Lakh Only)** including variable pay of **INR 40000/- (Rs Forty Thousand Only)** as per the details given in the attached Annexure I. This amount is the total Cost-to- Company that will be allocated amongst base salary, allowances, bonus, medical and deductions (Provident fund contribution, Professional Tax and TDS based on the tax slab)

Benefits: As a regular employee of the Company, you will be eligible to participate in the Company's standard employee benefit package. You will be eligible for vacation benefits per company's vacation policy. Your base work location will be **Pune, India**

Probationary Period: You shall initially be under probation for a period of **3 months** from the date of your joining which may be extended in case there is performance issue.

During the tenure of your service with the Company, you are prohibited from undertaking any other employment whether on a full or part-time basis and from engaging in any trade or business or contract or avocation or honorary work anywhere, without the prior permission of the Company. Contravention of this condition will result in termination of your services with the Company without any notice.

- 1) This agreement shall be effective on the first day of association after completion of registration process, and will continue unless sooner terminated in accordance with paragraph 7. We will advise of the joining date when these processes have been completed and establish a start date.
- 2) Associate agrees to devote his or her best efforts to provide services under this Agreement to Client(s) of Company ("Clients") on behalf of Company, in accordance with the Company's reasonable directives as communicated to him/her from time to time. During the term of this Agreement, Associate may engage (with prior written approval of the company) in other business or professional activity provided it is not done during his or her/her normal working hours with Company or at Company or any Client's place of business or with use

Crave InfoTech & Consultancy Services Pvt. Ltd.

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MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

of any personnel of Company or Client(s), provided also that such activity does not compete or conflict with Company or any Client(s) business.


- 3) Any information, including but not limited to information relating to the business, marketing plans and policies of the Company, its Clients, or affiliates of either, supplied to associate by the Company, its Clients or affiliated, (either directly or indirectly and in whatever form) or developed by Associate in carrying out services under this Agreement shall be deemed to be confidential and proprietary and the property of the Company and its Clients with the exception of information which was already known to associate at the time received by associate from the Company, its Clients or its affiliates (either directly or indirectly), provided Associate delivers conclusive written evidence of such prior knowledge to the Company within 90 Days (Ninety Days) after the information was disclosed to Associate. Not with standing anything to the contrary contained in this agreement, this agreement in no way limits the obligations of Associate as to confidentiality and proprietary rights under any earlier agreement with the Company, its Clients or its affiliates. Associate agrees to execute or otherwise acknowledge any non-disclosure or similar agreement, which any Client requires of Company or its representatives.
- 4) During and after the term of this Agreement, Associate agrees not to use the confidential and proprietary information described in Paragraph 3 for any purpose other than in furtherance of services under this Agreement and not to disclose such information to any third party without the prior written consent of the Company, its Clients or its affiliates, as appropriate. Associate agrees to return all such confidential and proprietary information to the Company, including, but not limited to, records, memoranda and reports, together with all photographic copies, handwritten notes, excerpts or other copies thereof promptly after request by the Company, or, in any event, promptly upon termination of this agreement.
- 5) You will be entitled for provident fund or any other benefits or perquisites as per the HR rules of the company. Income tax and any other taxes levied by the Government of India from time to time, if and when applicable, will be deducted at source from salary. The salary shall be payable every month, by 7th day of the next month.
- 6) Associate acknowledges and agrees that their salary and benefits package is confidential and is not to be discussed with anyone, i.e. client, immediate supervisory or manager and fellow Associates both, and/or Client's, at any time while in the Association of the Company. Discussing any confidential information will be grounds for immediate termination.
- 7) This Agreement may be terminated by either party upon **90 Days** (Ninety days) written notice (including probation period). In the event of termination, and not withstanding any other provision in this Agreement, fees will be paid by the Company only for work or services completed prior to the termination date. If Associate decide to terminatethis agreement before the end of the notice period then he will be liable to pay the penalty equal to the salary of the notice period not served or the damage caused to the company and its clients due to the early termination, whichever is higher. This Agreement may be terminated by Company without notice for cause, including without limitation, a breach of this Agreement or a failure to follow reasonable directives of Company. While on deputation to client project and client gives notice on basis of performance or any other ground then it will be considered as notice form Company as well.
- 8) You may be required to travel within or outside Pune, as per requirements of the work and will be reimbursed for the traveling expenses incurred for office work, as per the company rules. In addition, you shall be reimbursed all expenses such as local conveyance, stationery, telephone etc. which are incurred for the work of the company as per the company travel policy.

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- 9) You shall devote your entire time and attention to the work assigned to you in the course of your Association and will be prohibited to take up any other job or work while you are in Association with the Company.
- 10) Associate shall not disclose/discuss Client names, nature of services performed, or any information developed for Company and/or its Clients, to any one or more third parties, verbally or in writing or in any other form of communication.
- 11) You are expected to follow and maintain the normal code of conduct and working hours. You shall not disclose/leak any information/documents gathered or acquired by you in the course of Association relating to the office work, employer or the Company to any outsider or any unauthorized parties. You will preserve strict confidence about all matters relating directly or indirectly to your work.
- 12) Transferability: You will be **based in Pune office** but you may be transferred at any of the establishments of the Company and your service will be subject to inter establishment transfers temporarily or permanently.
- 13) Hours of Work: You will observe such hours of work, weekly or other holidays as may be observed by the Company office in which you are placed from time to time.
- 14) Associate shall have no authority or capacity to bind the Company, its Clients or affiliates or to act on their behalf, unless authorized to do so in writing by Company.
- 15) Any discovery or invention by Associate arising who partly out of performance of the services hereunder shall be the sole and exclusive property of the Company and shall be disclosed immediately in writing to the Company by Associate. Associate agree, if requested by the Company to assist the Company and/or its Clients, at the Company's or Client's expense and on the Company's or Clients behalf, in the procurement, assignment and protection of the Company's or Client's rights relating to such discovery or invention, including but not limited to the prosecution and assignment of any intellectual property rights relating thereto.
- 16) Associate agrees that during the term of this Agreement and with respect to all interaction with Company's Clients, Vendors and other business associates; Associate will represent himself/herself as a Professional and will conduct himself/herself in compliance with this Agreement and in the best interest of the Company's business.
- 17) Associate understands and agrees that Company has invested substantial time and effort in securing and training Associate and matching Associate with Client. Associate recognizing that irreparable injury will result to the Company and its business in the event of breach of this Agreement, in addition to any other remedies and damages available, the Company shall be entitled to an injunction restraining further violation of this Agreement by Associate, his or her/her partners, agents, employers, Associates and all other persons acting foror with him/her.
- 18) Compensation paid to Associate shall be net of TDS (Tax Deduction at source) based on tax regulations. And will be subject to review/approval of company CA.
- 19) A waiver by either party of any term or condition of this Agreement in any instances shall not be deemed or construed to be a waiver of such term or condition for the future, or of any subsequent breach thereof. All rights, remedies, undertakings or obligation contained in this Agreement shall be cumulative and none of them shall be in limitation of any other right, remedy, undertaking or obligation of either party.

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- 20) If any of the restrictions on post-Association competitive activities contained in this Section shall for any reason be held by a court of competent jurisdiction to be Excessively broad as to duration, geographic scope, activities of subject, such restrictions shall be automatically reformed or such restrictions shall be construed so as thereafter to be limited or reduced to be enforceable to the extent compatible with the applicable law as it shall then appear; it being understood that by the execution of this Agreement the parties here to regard such restrictions as reasonable and compatible with their respective rights.
- 21) If and to the extent that any court of competent jurisdiction holds any provision of this Agreement to be invalid or unenforceable in a final non- appealable order, such holding shall in no way affect the validity of the remainder of this Agreement.
- 22) Any notice given to a party under or in connection with this Agreement shall be in writing and shall be personally delivered or deposited in the Indian postal service mail, postage prepaid, by certified mail and return receipt requested, to the party at the address mentioned in the footer of the letterhead (to the company) and at the address mentioned at the beginning of the agreement (to the associate/employee).
- 23) This Agreement shall be governed by and construed in accordance with the law (other than the provisions relating to conflicts of laws) of Pune, India.**
- 24) This letter contains the entire Agreement between Associate and the Company with respect to the transactions contemplated herein, and supersedes all previous written or oral negotiations, commitments, and understandings. Its terms shall not be altered or otherwise amended except pursuant to an instrument in writing signed by each of the parties hereto and making specific reference to this letter. Notwithstanding the foregoing, the obligations of Associate under any existing non-disclosure or confidentiality agreement with the Company and its Clients shall continue.
- 25) After termination of Agreement, Associate agrees that he or she/she will not, directly or indirectly(through partners, agents, employers, Associates or any other persons acting for Associate) during Association with Company and for a period of two (2) years after Association with Company is terminated, solicit, contact, consult with or accept Association from or otherwise do any competitive business with any individual, firm or corporation, partnership, organization or association who was a customer or Client of Company for which Associate was working on behalf of Company and Crave competitors.
Notwithstanding the fore going, Associate's obligations under this Section shall not apply to direct-hire opportunities that are negotiated by and between Company and its Client, on behalf of the Associate.
- 26) In the event that Associate violates the provision of the foregoing anti- competition covenant, the Parties agree that the Associate shall pay to the Company, as liquidated damages for the breach, the sum of Rupees 1000000 (INR Ten lacs) If the breach occurs during the first 12 months of the two year non- competition period and the sum of Rupees 500000 (INR Five lacs) if the breach occurs during the second 12 months of the 2 years period.
- 27) Insurance- Medical insurance as per company policy will be provided.
- 28) If at any time during your employment you are found guilty of misconduct or any wilful breach or continuous negligence of the terms of this Annexure to Appointment Letter or the rules of dereliction of duties or instructions given to you by the company from time to time, the management may terminate your employment with the company. You will be deemed to be responsible for such termination by your misconduct compelling the management to dismiss you from service and shall, therefore, continue to be liable for all losses and damages to the management.

29) At the time of your release from service by retirement, resignation, termination, dismissal or for any other reason, you shall produce, no-due certificates from all applicable departments of the company, for having duly accounted for all monies and advances from the company, outstanding payment collection, the return of all company store and other materials, I.D. cards, company stationery, catalogues, manuals, literature etc. and movable and immovable properties such as motor vehicles and residential premises belonging to the company. On your acceptance of the above terms and conditions, please return the duplicate copy of this letter signed by you.

30) Please be advised that Crave InfoTech & Consultancy Services Private Limited requires that its policies and procedures are followed very strictly. Confidentiality is one of our principal policies. Your compensation information including salary, salary adjustments and related information are Crave InfoTech & Consultancy Services Pvt Ltd confidential information. You shall not share this information with co-workers and/or anyone inside Crave directly or indirectly by any means (verbal or written etc.). In the event of violation of this policy and if the company gets information that leads it to believe you have shared any such information, you may be subjected to disciplinary action up to and including immediate termination with no benefits. Crave InfoTech & Consultancy Services Pvt Ltd appreciates your interest in our company and welcomes you on board!

Please indicate agreement to the above terms by signing and returning the enclosed duplicated original of this Letter Agreement.

For Crave InfoTech & Consultancy Services Pvt. Ltd.

Employee/Associate



Manager - HR
Date: 18/05/2023

Agreed to and accepted this
Date: 18/05/2023

Crave InfoTech & Consultancy Services Pvt. Ltd.

📍 Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

Annexure I

Mr. Prasad Yadav has been appointed by Crave InfoTech and Consultancy Services Pvt. Ltd. to perform the role as **Executive Business Analyst**. The working hours will be determined by the management as per the company requirement.

Responsibilities:

Your KPI's and KRA's are listed below. Please note these may change on an annual basis.

Cost to Company Breakup (Per Annum in INR):

Salary Components	Details	Monthly	Yearly
Fixed Component- A			
Basic Salary	40% of CTC	12000	144000
House Rent Allowance	40% of Basic Salary	4800	57600
Conveyance	Rs 1,600 / Month	1600	19200
Medical Reimbursements	Rs 1,250 / Month	1250	15000
Internet allowance	Rs 1000/ month	1000	12000
Employer's Contribution to PF	P.F. (As per government rule)	1440	17280
Special Allowance	Balancing Figure	7910	94920
Gross Earning		30000	360000
Variable Component - B			
Annual Bonus	Paid as per individual contractual agreement	0	0
Performance Bonus	Paid as per individual contractual agreement	3333	40000
Allowance	Paid as per individual contractual agreement	0	0
Total Annual CTC		33333	400000
Deductions			
Total Contributions to PF	PF (As Per Government Rule)	2880	34560
Gratuity	As per the Gratuity Act	577	6923
Professional Tax	PT (As Per Government Rule)	208	2500

Please Note - Take Home salary is subject to PF, PT, TDS & Other Required Deductions as per Government Rules

Crave InfoTech & Consultancy Services Pvt. Ltd.

Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

Start date: 23/05/2023

Notice period: 90 Days

***As a standard procedure, we request you to use your own system/laptop for company use w.e.f. your date of joining.**

***This agreement of services is valid subject to submission of all required documents & authenticity of the provided documents.**

Confirmation of Agreement

For Crave InfoTech & Consultancy Services Pvt. Ltd.

Employee/Associate



Manager - HR
Date: 18/05/2023

Agreed to and accepted this
Date: 18/05/2023

Crave InfoTech & Consultancy Services Pvt. Ltd.

Software Technology Parks of India, P-1, Unit 2-A, Rajiv Gandhi InfoTech park,
MIDC, Hinjewadi Phase-1, Pune-411057, INDIA.

- **PAN Card No.:** - AYHPY5948A
- **Date of Birth:** 30/09/2000
- **Address:** Parvateshwar Co-Op Housing Society, L-6 ,Flat No 84 Near Shahu College Road Parvati Paytha Pune 411009
- **Contact Details:** 8793250203, 9175011755
- **Name of Nearest Relative with contact details:** 9850332719, Narayan Yadav, Father



RESUME BUILDER PORTAL

Appointment Details

To,
Durga Zanzane,
20 Shivapur Ali Bhor,
Near Bhoreshwar Mandir,
Bhor Pune – 412206.
Contact- 7840939903

Subject: Appointment for the post of Recruitment Executive

Dear Durga,

We are pleased to inform you that you have been appointed for the position of **Consultant** with **Recruitment Executive**, and your Joining date effective from **04/05/2023, i.e. Thursday.**

You will be given a compensation salary per month of **Rs.15000/-** with a deduction of **Rs.200/-** (professional tax), and the salary will be credited into your bank account.

- **Full and Final Settlement:**

As per the company policy your full and final settlement will be done after completion of 90 days from the date of resignation.

- Candidate must be having compulsory laptop.

More all the detailed **terms&conditions**, the **policy** of JobsCruze Resume Builder Portal you will find in your offer letter. So we would request you read the all carefully subjects documents when you will get your offer letter.

For JobsCruze Resume Builder Portal

Mr. PiyushKhandelwal

Add: B01,Park View Terrace, North Main Road, Opp Lan No,4, Koregan Park, Pune

Maharashtra - 411006. Ph.No.18002667035, Website: www.jobscruze.com

Date: 12th September, 2022

Mr. Rajas Zende

Sub:- Offer Letter

Dear Rajas,

We are pleased to offer you the position of **Associate Technical Support Engineer** at SIS. Attached are the specific terms and conditions of our offer – please read these important details carefully, including your compensation and benefits as written below.

Offer Acceptance and start details

1. Your appointment will be effective from **15th September 2022 and expires on 14th September 2023**. During which you will render services to Integrated Decisions and Systems (India) Pvt. Ltd. (IDeaS) at their premises subject to the terms and condition of this engagement letter, and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. Location for Reporting
Integrated Decisions & Systems India Pvt. Ltd

**3rd Floor, Amar Megaplex,
Sr. No 110, Plot No. 11 / 24,
Above D Mart, Baner Road, Pune - 411045**
3. We would like to share with you some terms and conditions of the offer, which are as follows:
 - During the term of the work assignment, render services exclusively to the client.
 - Not engage in any conduct which is detrimental to the interest of the client or SSSISPL. -
 - Not receive any payments of any nature directly or indirectly from the client unless agreed by SSSISPL.
 - IDeaS reserve the right to hire you directly on their payroll by giving 15 days notice to Samarth, if eligible for any open position
 - Extend all co-operation to the client's employees, consultants, representatives etc and do all such things as may be necessary and comply with all the terms of the appointment letter so as to effectively undertake the work.
 - Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the client.
 - Comply with the safety, health, and other rules and regulations of SSSISPL and the client that you have been made aware of.
4. Your annual Cost to the company would be **INR Rs. 380000/- Lakhs (Rupees Three Lakhs Eighty Thousand only)**. Breakup of the salary is given in "Annexure A". Salary will be paid on a monthly basis on or before seventh day of each month subject to deductions for taxes and other withholdings as required by law or the policies of the company.

6. Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. 576 This information and any changes made therein should be treated as personal and confidential.
7. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and SSSISPL shall promptly settle all your dues after making the applicable deductions.
8. You agree to defend, indemnify and hold SSSISPL or the client harmless on any / and all claims, damages, liabilities, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
9. Any dispute between you and CLIENT shall be referred to CLIENT authority or SSSISPL authority only.
10. In case you want to terminate this arrangement, you need to give a notice of one month. You will have to serve complete one month notice period. In case, you are unable to serve complete notice period, than you would mandatorily needs to serve 15 calendar days of notice period. For the subsequent 15 days, the amount will be recovered during full and final settlement. You would be expected to handover the charge properly, should return the company belongings if any in your custody, to the authorized person of client. In case of any damages to the property of client, any misconduct by you, you will be personally responsible for the same and SSSISPL will no way responsible for the same.
11. Your salary details are as per enclosed annexure., you hereby authorise SSSISPL to make all salary payments required to be made to you by SSSISPL including all reimbursement either by way of cheque or by directly crediting the amounts to your bank account by way of cheque or by directly crediting the amounts to your bank account.
12. You will be entitled for PF deduction / compliances, all other statutory benefits are as per the applicability. ESI will not be applicable to you as per the present laws. You will be eligible for Paid Leave (PL) and maternity benefits as per the company policy.
13. In addition to the terms contained herein, your relationship with SSSISPL may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by SAMARTH and you hereby agree to have read and clearly understood the terms of employment provided in the service rules, which is attached herein.
14. The night shift allowance will be paid if you work in the overnight shift; this will be paid as per the company's policy. The formula used to calculate Night Shift allowance – CTC/240 days in a year multiply by 25% in to number of days worked in night shift. $380000/240 \times 25\% \times 10$. Similarly, there will be deduction from your salary, if you avail transportation facility provided by the company.
15. If there is any change in your address and contact number, this shall be intimated to us immediately.
16. We are pleased to inform you that IDEaS India has extended additional benefits to contract employees. Below are the details under which you are covered / eligible with immediate effect.

Paternity Leave

- 10 days of Paternity Leave. The criteria to avail this leave is after completion of one year with IDEaS

577

Bereavement Leave

- 3 days. This leave is applicable for demise of immediate family members (definition of immediate family members - wife, husband, children and parents)

Insurance Policy from Bajaj Allianz General Insurance Co Ltd.

Group Mediclaim

- Sum Insured for Group Mediclaim Policy – Rs. ,100,000.
Policy Period April 1, 2022 to March 31, 2023

Group Personal Accident - Sum Insured for Group Personal Accident Policy - Rs.20,00,000.

For more information you may get in touch with HR / Finance.

We at SSSISPL would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant, we would like you to add value to this process.

Please indicate your acceptance of the terms by signing and returning the copy, indicating your acceptance of the terms mentioned herein. By signing this letter, you confirm that you have read, fully understood and accepted the terms and conditions of this letter.

Yours Sincerely,

For **Shri Swami Samarth Industrial Services Private Limited**

Authorised Signatory



Accepted and Agreed

R.A.Z

Rajas Zende



28 December 2022

Vaibhav Bhagawat Misal

Maharashtra

412307

Dear Vaibhav Bhagawat Misal ,

Congratulations!

With reference to your application and subsequent discussions you have had with us, we are pleased to extend to you this offer of employment in Equitas Small Finance Bank Ltd. Upon acceptance of this offer and on your appointment with the bank, you shall be designated as **Sales Officer – Retail Mortgages - Inclusive Banking** in Grade **EB2 - Assistant Manager I** based at **Akluj** . The break-up of the proposed Annual Cost to Company (CTC) is given in **Annexure 1** .

This CTC is subject to review on a periodic basis based on your and the bank's performance and other criteria as may be decided by the bank from time to time. You may be entitled to variable pay based on your role, your performance and overall performance of the bank. The same shall be communicated specifically in writing. Any such variable pay is subject to necessary approvals from the management of the bank. All payments made to you are subject to deduction of taxes and any other statutory deductions as may be applicable from time to time as per existing laws.

You shall be on probation for a period of 6 (six) months from the date of your employment. Your probation may be extended by a maximum period of 3 (three) months if your performance during the probation period is not satisfactory. During the probationary period, either you or the bank may terminate your employment by giving 30 (thirty) days' notice in writing.

The Bank at its sole discretion may consider adjusting salary (notice pay) in lieu of notice period. Post completion of the probation period and based on satisfactory performance, you will be confirmed in the services of the bank. As a confirmed employee, either you or the bank may terminate your employment by giving 90 (ninety) days' notice in writing.

You shall devote your whole time and attention exclusively to the business and affairs of the bank and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.

This offer and employment subsequent to your acceptance of the terms in this letter is made to you subject to the following:

- The bank receiving satisfactory feedback from at least two professional references from your previous organizations, with one referee being your reporting manager from any of your previous employers.
- Self-declaration of sound health and medical fitness.
- Submission of documents as given in Annexure 2.

If at any time, in the opinion of the bank, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter, or it is discovered at any time that any of your background or credentials that you have mentioned in your application or references turns out to be false or wrong, your services may be terminated without notice.

You shall be bound by the terms and conditions of your appointment, internal policies, processes and procedures as well as code of conduct and confidentiality norms of the bank as may be applicable from time to time.

You are requested to join us on or before 07 February 2023 .

Kindly confirm your acceptance of this offer by signing a duplicate copy of this letter and return the same within 7 (seven) days from the date

of this offer, failing which this offer shall stand withdrawn. This offer letter is confidential and you agree and undertake to keep this letter and the contents thereof strictly confidential. You shall keep confidential all information about the bank shared with you during the interview.

We look forward to your joining us and wish you a meaningful and enriching career with Equitas Small Finance Bank Limited!

Yours sincerely,

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherjee

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.



(Vaibhav Bhagawat Misal)

Date: 28 December 2022

Disclaimer: This is an electronically generated offer and does not require a signature.

Name	Vaibhav Bhagawat Misal	
Designation	Sales Officer – Retail Mortgages	
Grade	EB2 - Assistant Manager I	
Division	Inclusive Banking	
Salary Allowance	Monthly (Rs.)	Annually (Rs.)
Basic	15,000.00	180,000.00
Flexi Benefits Plan	7,800.00	93,600.00
Total Gross (Rs.)	22,800.00	273,600.00
Employer's PF Contribution	1,800.00	21,600.00
Total CTC (Rs.)	24,600.00	295,200.00

Please Note:

- 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
- Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
- Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
- Gratuity shall be payable as per payment of Gratuity Act 1972.
- You shall be covered under the Group Medical Insurance Policy of the bank.
- Subject to fulfillment of conditions as laid down by the bank from time to time, you shall be eligible for staff loans.

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherjee

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Vaibhav Bhagawat Misal)

Date: 28 December 2022

Disclaimer: This is an electronically generated offer and does not require a signature.

SL.No	Documents	Requirement
1	Resume	Freshers: Latest complete resume with education details and project details (if any) Lateral: Latest complete resume with education and all employment details (mentioning month and year of joining and leaving) - Mandatory
2	Proof of Education	All Certificates and/or Final Mark Sheets for education mentioned in the uploaded resume: - 10th (SSLC) or its equivalent - 12th (+2 / HSLC) or its equivalent - UG Degree / Diploma - PG Degree / Diploma - Professional Degree & Other certifications (if any)
3	Proof of Employment	Freshers: Not Applicable Lateral: i. Relieving Letter (RL) from last two employers or all previous employers covering last five years of experience, whichever is longer. - Mandatory ii. Proof of acceptance of resignation from immediate previous employment - Mandatory
4	Photograph	Recent Colour Passport Size Photo
5	PAN	Scanned copy of PAN card / Form 60 (if PAN is not available)
6	Aadhaar	Recent E-Aadhaar Card downloaded not earlier than 15 days prior to date of submission. E-Aadhaar should not be password protected and should be fully visible (i.e. no masking of information).
7	Proof of Address	Any of the below documents. 1. E-Aadhaar 2. Valid Passport 3. Valid Driving Licence 4. Latest Telephone Bill / LPG Gas Bill / Electricity Bill (not older than last 3 months) 5. Valid Rental Agreement
8	Pay Slips	Freshers: Not Applicable Lateral: Last three months' payslips from immediate previous employer.
9	Statutory Forms	Form – 2 (Nomination Form for Provident Fund) Form – 11 (Declaration Form for Provident Fund) Form – F (Nomination Form for Payment of Gratuity) Please note: Link to download these forms shall be sent to you. You are requested to fill up, sign and upload the forms.
10	Driving Licence	Valid driving license for Two-wheeler / Four-wheeler.

Ref No. : 137542/ 2021

March 22, 2021

Musale Ashish Rambhau

Gat No:1192, Plot No:B-10, Sonawane Wasti Road, Durganagar, Chikhali,
Pune, 411062.

Subject: Employment Letter

Dear Musale Ashish Rambhau,

We are pleased to inform that you have been selected for employment with us as **Associate Consultant (GCM Level - GCM 1)**. Your total emoluments are **Rs. 340000/-** per annum, as described in Annexure A.

You will be on training for a period of one year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

On successful completion of training, your services will be confirmed in writing by the Company and thereafter, subject to any other agreement or understanding between you and the Company, either party can terminate this employment agreement by providing a written notice or payment of basic pay of 90 days, to the other party. The notice period shall be 30 days during training period and 90 days thereafter. This offer is subject to your satisfactory completion background verification. Your retention in the company's employment will be subject to your continued medical fitness. The company reserves the right to ask you to undergo medical examination as and when considered necessary.

You are requested to report for duties in our **Pune** office, on or before **March 22, 2021** at 10:00 am.

This offer letter is subject to completion of below mentioned Terms and Conditions: -

You shall successfully complete and submit the Graduation/Diploma/Post-Graduate certificate from your college/university with a minimum percentage of 60% or higher within 90 days from your date of joining the company, further there should be no standing backlog.

If you fail to successfully complete your exams as mentioned above and/or to submit the above mentioned documents in timely manner, this offer stands automatically withdrawn without any further consent from you. The company reserves right to modify the terms and conditions as and when needed.

The Company shall conduct reference checks/ background checks and drug test through a third party agency at its sole discretion to verify and authenticate the details and all the documents furnished by you to the Company. By accepting this offer, you agree to abide by all Atos|Syntel policies and procedures as well as the terms and conditions annexed hereto.

Any communication regarding your terms of employment or compensation must be in writing and signed by an authorized human resources ("HR") representative of Atos|Syntel. You agree that no commitments have been made by the Company that are not expressly contained in this letter. No other communication, document, etc. will be binding or effective unless expressly agreed to in writing and signed by an authorized HR representative of Syntel Pvt. Ltd.

Annexure A – Salary Distribution


Name : Musale Ashish Rambhau
Designation : Associate Consultant
Band-Grade : GCM1
Career Track : Operations

Pay and Allowance	Rs Per Annum
Basic Pay	119,000
Co's Contribution to Provident Fund	21,600
House Rent Allowance	59,500
Advance Statutory Bonus	28,800
Basket of Allowance	111,100
Annual Cost to Company (CTC)	340,000

Notes:

1. The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
2. All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on Statutory regulations.
3. As per Company policy, you will be covered under a company provided Medical Insurance.
4. You can opt for Provident Fund @12% of basic as your contribution and company contribution towards Provident Fund. This is a Scheduled activity you will be communicated in advance to avail this benefit.
5. Advance Statutory Bonus amount is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in the future. The frequency of payment of "Bonus" Component is subject to further modification as per Management Discretion.

For SYNTEL PRIVATE LTD,



Sujay Puthran
Head - Human Resources

Date: 11 Dec 2021

Mr Ranjitsinh Balasaheb Malave
At Laxminagar Post Pusesawali Tal Katav
Dist
Satara 415512

Employee No: 2293076
Dear Mr Ranjitsinh Balasaheb Malave

Appointment Letter

We are pleased to appoint you in our organization as CA subject to the following terms and conditions:

1. Your contract will commence from 11 Dec 2021 and expire on 10 Dec 2022 during which you will render services to our Client at their premises subject to the terms and conditions of the engagement letter executed by you on 11 Dec 2021 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.
4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 15 days notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
7. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.
8. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to

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make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

9. The salary payout will be made latest by 9th of the following month.
10. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and applicable ESI contribution. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit the ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.
11. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.
12. During your employment with TeamLease, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand cancelled/revoked.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event you have paid any such amount to any employee, Officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to TeamLease through email or through the toll free number which is provide to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Authorized Signatory)

Signature and date:

Name: RANJITSINH BALASAHEB MALAVE

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TeamLease Services Limited., CIN No. U74140MH2000PTC124003
BMTC Commercial Complex, 8th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.
Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com



Salary Annexure

Employee No: 2293076

Particulars	Amount
Basic	11690
House Rent Allowance	4676
Conveyance	1584
Employer PF Contribution	1593
ESIC - Employer	564
Insurance	200
Statutory Bonus	974
Total Amount	21281
Amount In Words(Rs)	Twenty One Thousand Two Hundred Eighty One Rupees

Net Pay Annexure

EARNINGS	Amount
Basic	11690
House Rent Allowance	4676
Conveyance	1584
Statutory Bonus	974
Gross Earnings	18924
DEDUCTIONS *	Amount
Employee ESI	131
Employee PF	1593
Professional Tax	200
Total Deduction	1924
Net Salary	17000

* Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961

** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The link to undergo the programme and complete the evaluation is given below.

Link : <https://lconnect.teamlease.com/Learning>

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Doc ID: TL/812968C9094

Date: 21 Feb 2022

Mr Suyog Popat Chaudhary
At post Dhumal Wadi Akole tq

A 422601

Employee No: 2353746

Dear Mr Suyog Popat Chaudhary

Appointment Letter

We are pleased to appoint you in our organization as Officer S&M subject to the following terms and conditions:

1. Your contract will commence from 21 Feb 2022 and expire on 20 Jan 2023 during which you will render services to our Client Netafim Irrigation India Private Limited at their premises subject to the terms and conditions of the engagement letter executed by you on 21 Feb 2022 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.
4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 15 days notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
7. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.
8. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to

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TeamLease Services Limited., CIN No. L74140KA2000PLC118395

Registered Address: BMTC Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.

Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com

make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.

9. The salary payout will be made latest by 9th of the following month.
10. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and applicable ESI contribution. You will also be covered under Medical and Accident Insurance and will be entitled to submit the ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.
11. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.
12. During your employment with TeamLease, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand cancelled/revoked.
13. The nature of your relationship with TeamLease will be that of contract of service from 21 Feb 2022 to 20 Jan 2023. Upon expiry or termination of the work Assignment, your employment with TeamLease shall stand terminated forthwith.

"Recovery of Training investment in case of separation within 1 Year:

In addition to your qualification and experience, the Client will be required to train you to deliver better results in the job on the various aspects, practices, processes and quality parameters that the Client's team has acquired over last 50+ years. This is a sizable investment in you as resource in terms of the time, efforts and other expenses that are incurred while imparting training to you. As a reciprocation to these training efforts & investment, our Client (Netafim) expects you to work with them through TeamLease for at least 1 year period from the date of your joining. In case you decide to move ahead for a different career path within this time, you will be required to pay Rs. 50,000/- (Rupees Fifty Thousand Only) only as a token recovery against the total investment that would happen on you as a resource".


We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood and accepted the terms and conditions of appointment. Please send the signed acknowledgement to our Bangalore Address mentioned below. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event you have paid any such amount to any employee, Officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to TeamLease through email or through the toll free number which is provide to you.

ENDORSEMENT

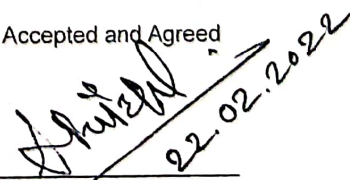
I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED



(Authorized Signatory)

Accepted and Agreed



Signature and date:
Name: SUYOG POPAT CHAUDHARY

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Registered Address: BMTC Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.
Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com



Kotak Mahindra Bank

Date: 27-JUN-2022
Ref No: 145076

Ashutosh Wable
Flat No 1104-A19, Mangal Bhirav, Nanded City

LETTER OF APPOINTMENT

Dear **Ashutosh**,

We take great pleasure in extending an offer to you to be a part of Kotak Mahindra Bank. We welcome you to the bank, which values and embraces qualities based on simplicity, prudence, humility and integrity.

When you sign this letter, you would have agreed to be a part of the Kotak family and uphold the 'Kotak DNA'. Kotak DNA includes our values, norms, ideology, beliefs, character, personality, and culture originated by our founding team at Kotak and has evolved over the years with new members joining. Our DNA is what defines the firm, and is the most powerful driver of our performance, which differentiates us from others in the industry.

Please find enclosed the Appointment letter.

We wish you a long and enriching career with Kotak!

In case of any queries please feel free to write to us on onboarding.helpdesk@kotak.com

Signature Not Verified

Digitally signed by MANOJ
PRABHAKAR PHADNIS
Date: 2022.06.27 16:12:09
IST

Manoj Phadnis
Executive Vice President – Human Resources

Ashutosh Wable

Kotak Mahindra Bank Ltd.
CIN: L65110MH1985PLC038137

Kotak Infinii, Building No. 21,
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www.kotak.com

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Bandra Kurla Complex,
Bandra (E), Mumbai 400051,
Maharashtra, India.



Kotak Mahindra Bank

Date: 27-JUN-2022
Ref No: 145076

Ashutosh Wable

Flat No 1104-A19, Mangal Bhirav, Nanded City

Dear **Ashutosh**,

We are delighted to appoint you as **Assistant Manager, M1** with effect from **30-JUN-2022**, or from your date of reporting to work whichever is earlier. This letter of appointment will cease to have effect if you do not join by **30-JUN-2022**.

1. **Remuneration** - The details of your remuneration are enumerated in Annexure A. Your remuneration will be paid at such time and in such manner as set forth in the policies, rules and regulations of **Kotak Mahindra Bank Limited** (herein referred to as the Bank).
2. **Location** - You will initially be posted at our office at **Kotak Mahindra Bank Ltd ,1765-Pune Kothrud-MAH**, but you may be deputed at any other office / branch of the Bank or any of its associate companies or any other location and your services are liable to be transferred to any subsidiary or associate or affiliate company. As a Kotakite, you will perform such duties as are assigned to you by the Bank from time to time relating to the position to which you are now appointed and to which you may be transferred/ promoted in future.
3. **Conditions of appointment:**
 - 3.1 Your appointment is subject to your providing, inter alia:
 - a. A relieving letter from your previous employer relieving you from your duties.
 - b. A copy of the last pay slip from the previous employer.
 - c. Proof of date of birth.
 - d. Photocopies of Qualification documents
 - e. The Bank's application form complete with photograph.
 - f. Proof of identity (either Adhaar card, passport or voter's id)
 - g. Satisfactory Background Verification report conducted by the Bank upon your joining.
 - h. Copy of AMFI/NISM certification (if applicable)
 - i. Copy of IRDA certification (if applicable)
 - 3.2 Your appointment is also subject to your submitting a 'self- certified medical fitness declaration', format of which will be issued by the Bank.
4. **Probation** - Your appointment is subject to a probation period of **6 Months**. Permanent placement with us is contingent upon your successful completion of the probation. During this period, your employment may be terminated by the Bank or by yourself by giving 1 months' notice to the other.
5. **Working hours, Leave and Holidays:**
 - 5.1 You may be required to work on staggered timings / shifts, the timings for which may be altered from time to time or in case your role determines, you may be required to work remotely either fully or partially, or full time from office or field working, as per the Bank's 'Remote Working' policy and 'Shift Allowance' policy.
 - 5.2 As a Kotakite and in view of your position and role, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. There may be times when you will be expected to work extra hours when the job so requires.
 - 5.3 The hours of work, holidays and paid leave will be in accordance with the Bank's rules and policies. Please note, that if you absent yourself from the services of the Bank without prior written permission of the appropriate authority or overstay sanctioned leave, for the number of days defined in the absconding clause of the Bank's 'Exit Policy', you will be deemed to have abandoned the services of the Bank and your services shall be liable to be terminated by the Bank forthwith.
 - 5.4 Absence from work or disability in performing your duties beyond the period of leave to which you are entitled to under the rules, shall be at the discretion of the management, and the same will be without any remuneration. You shall faithfully observe all the rules and regulations of the Bank and comply with all reasonable orders of your managers and attend to your duties punctually at such place or places, as you may be required.
6. **Governance and Code of Conduct:**
 - 6.1 As a Kotakite, you shall abide by the Kotak "Code of Conduct" which is built over 4 Pillars of Care, upholding the foundation of Trust. The 4 Pillars are:
 - a. Care for my Colleagues – You shall ensure that you foster equal opportunity, observe diversity and inclusion, create a harassment free and productive workplace. You shall refrain from financial dealings between colleagues, relatives and others and ensure disclosure of personal relationships and relatives from time to time as mandated under the policy.

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- b. Care for my Customers, Partners, investors and Public – According to this pillar you are expected to be sensitive and always act in the interest of Kotak and ensure that any business or personal association including close personal relationships which you may have, do not create a conflict of interest with your role and duties in Kotak or its operations. You owe a sense of loyalty to Kotak by the fact that you have voluntarily accepted employment with Kotak. This duty carries obligation that refrains you from placing yourself in a position that could produce a conflict between your self-interest and interest of Kotak. This includes dealing with gifts and favours, encouraging anti-bribery and corruption free business, anti-money laundering, prohibiting financial interests and declaring the same, disclosing personal investments and avoiding insider trading, personal lending and control on borrowing.
 - c. Care for my Company Assets – You shall protect Personal, Confidential and Proprietary Information of Kotak and its employees, customers, partners, etc., safeguard Material Information and Non-Public data and Information. You shall maintain confidentiality in office areas and when you are working remotely. You shall practice accurate record keeping and operate within the delegation of authority.
 - d. Care for my Company Reputation and Community – You shall follow defined protocols on engaging with Press, Digital, Social Media Relations and other engagements including Government and Political Involvement or lobbying. You shall procure valid licenses and copyrights. You shall exhibit responsibility towards community and environment and ensure you follow protocols on respecting human rights.
- 6.2 Besides, you must also abide by all other internal policies, rules and procedures, as implemented from time to time throughout the term of your employment. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees' through various communication channels. You will be governed by the same from time to time as and when the said changes are made. It is your responsibility to keep yourself updated with the changes, read and comply with the same.
- 6.3 Since the nature of your work requires you to handle confidential information, you shall not, at any time during your employment or after your separation from the Bank, without the prior consent of the Bank in writing, divulge, directly or indirectly, any confidential, proprietary, material and non-public information related to the Bank for any purpose whatsoever.
- 6.4 You shall not without prior consent of the Bank in writing, which will not be unreasonably withheld, publish any book or brochure or article or blog/vlog or use social media, concerning any matter, which relates to any activity of the Bank.
- 6.5 In case of violation of the Code of Conduct and/or any other Bank's policies, rules and regulations, the Bank reserves the right to take appropriate action. Apart from this, if any financial loss is caused to the Bank due to proven acts of misconduct committed by you, such financial loss caused to the Bank, can also be recovered from your terminal benefits and/or from any other relationship maintained by you with the Bank.
7. **Declarations and mandatory certifications** - On joining, and thereafter every year and whenever required by the Bank, you must fill and sign declaration modules applicable to you from time to time. You must also comply with all mandatory training modules and get certified from time to time. Likewise, you must update disclosures proactively every time there is a change during your employment with the Bank.
8. **Separation:**
 - 8.1 **Superannuation** - The age of superannuation i.e. the age of retirement will be as per the Bank's 'Exit policy'. Your date of birth has been recorded as **02/07/1998** in the records of the Bank.
 - 8.2 **Notice Period** - Subject to the right of the Bank to terminate your services in accordance with clause 8.3, it may be terminated either by the Bank or yourself by giving **3 Month(s)** notice to the other. The Bank alone, at its discretion, may opt to make / accept payment in lieu of notice period, which will be calculated as per Bank's 'Exit policy'.
 - 8.3 Your employment can be terminated by the Bank, without any notice or payment of any kind in lieu of notice, in the following cases:
 - a. Any incorrect information furnished by you or on suppression of any material information and/or;
 - b. Any act, which in the opinion of the management is an act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance or other misconduct or neglect of duty or incompetence in the discharge of duty on your part or the breach on your part of any of the terms, conditions or stipulations contained in this letter of appointment or a violation on your part of any of the Bank's rules and policies and/or;
 - c. You being adjudged an insolvent or applying to be adjudged an insolvent or making a composition or arrangement with your creditors or being held guilty by a competent court of any offence involving moral turpitude and/or;
 - d. You being convicted of a serious criminal offence or a criminal offence which, in the Bank's opinion compromises your ability to perform your duties; and/or;
 - e. The results of any background/reference checks or searches conducted by the Bank are found to be unsatisfactory in the opinion of the Bank in its absolute discretion and/or;
 - f. Any misconduct pertaining to moral turpitude, riotous/disorderly behavior, theft, misappropriation, conviction by any court of law and/or;
 - g. Any act or omission, which could be construed as loss of confidence in you by the Management and/or;
 - h. Any act subversive of discipline or any conduct prejudicial to the interest and reputation of the Bank.
 - 8.4 **Garden Leave** – While serving notice, the Bank may require you to take Garden Leave, at the sole discretion of the Management, for all or part of the remaining period of employment. Garden leave may be applicable if you are in grade M5 and above, under certain circumstances or if you are working in sensitive roles, as defined in the Bank's 'Garden Leave Policy'.

Kotak Mahindra Bank Ltd.
CIN: L65110MH1985PLC038137

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Kotak Mahindra Bank

- 8.5 **Inducing/influencing an employee to leave** – Whilst you are in service of the Bank or upon your separation, you will, not directly or indirectly, either on your own account or on behalf of or in conjunction with any other person, firm or company induce/influence or attempt to induce/influence any employee of the Bank, to leave the employment of the Bank. Failure to observe this would be considered as a breach of contract on your part.
- 8.6 **Joining Competitor** – As per the 'Exit policy', on your separation from the Bank you will declare if you are joining any Banking or Financial Services Company.
9. **Jurisdiction** - If any term or provision of this appointment letter or any application thereof shall be declared or held invalid, illegal or unenforceable, in whole or in part, whether generally or in any particular jurisdiction, such provision shall be deemed excluded to that extent, and the validity, legality or enforceability, of the remaining provisions, both generally and in every other jurisdiction, shall not in any way be affected or impaired thereby.
10. This appointment letter shall be governed by, and construed in accordance with, the laws of the Republic of India. Courts of Mumbai shall have exclusive jurisdiction in respect of any disputes arising out of or in connection with this contract.
11. This letter constitutes the entire understanding between you and the Bank relating to your employment by the Bank and supersedes and cancels all prior written and oral agreements and understandings with respect to the subject matter of this appointment. This appointment letter may be amended by a subsequent written agreement between you and the Bank.

You are requested to send us a copy of this letter signed and dated by way of acceptance of the terms and conditions contained therein.

We look forward to your having a long and happy career with us.

Yours faithfully,

For **Kotak Mahindra Bank Ltd.**,

Signature Not Verified

Digitally signed by MANOJ PRABHAKAR PHADNIS

Date: 2022.06.27 16:12:09

IST-----

Manoj Phadnis

Executive Vice President – Human Resources

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Ashutosh Wable

Kotak Mahindra Bank Ltd.

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Annexure – A

Compensation Structure					
	Components	P.M.	P.A.	Frequency	Remarks
a. Basic	Basic Salary	12,650	151,800	Monthly	Minimum 40% of Fixed Pay excluding Section d (Insurances Premiums) & Additional HRA (If any)
b. Housing	House Rent Allowance	662	7,942	Monthly	Upto 50% of Basic Salary
c. Allowances and Benefits	Fitness Allowance	1,000	12,000	Monthly	Amount paid per month under Health and Fitness related Benefit. You can enter your fitness goals by visiting on Kotak's site: Health to the power infinity
	Statutory Bonus	2,530	30,360	Monthly	Payable as per Payment of Bonus Act
d. Insurances Premiums	Mediclaime		7,080	Annual	This denotes average Premium for covering you and dependents (partner and 2 children) for 4 Lakhs family floater. Additional cover of 2Lakhs for employees post completion of 5 years. You will be covered by default, coverage of the dependents as per your declaration. More details in Kotak Mediclaime Policy. Policy is renewed in April every year. Voluntary top-up and parents policies cover premium is paid by you.
	Kotak Term Life + GPA		1,300	Annual	This denotes average premium for the grade calculated as per Term Life cover for the grade. Life Insurance Policy: 1.5 times of CTC or grade-wise limit whichever is higher. Group Personal Accident Policy (GPA): 3L or 1 time CTC, whichever is higher Refer Term Life Insurance Policy & Group Personal Accident Policy.
e. Retirals	Contribution to Gratuity Fund		7,302	Annual	This amount is 4.81% of Basic Salary. However gratuity is payable after 5 years of continuous service as per The Payment for Gratuity Act. As per current gratuity policy of the company, exgratia is paid on pro-rata basis at the time of separation even if length of service is less than 5 years.
	Contribution to Provident Fund		18,216	Annual	Company's contribution towards PF @ 12% of Basic
f. Total Fixed Pay (a+b+c+d+e)		16,842	236,000		
Other Benefits					
Role Based Allowances/ Benefits	<ul style="list-style-type: none"> - Shift Allowance - for employees working in shift as per Shift Working policy - Reimbursement towards Remote Working expenses - for the roles as per Remote working Policy. - Corporate Mobile SIM - for the roles as per Mobile Policy - Corporate Credit Card - In case your role and grades defined as per Corporate Credit Card policy - Laptop/ Desktop - as per the role eligibility and company policy. 				
Other Benefits	<ul style="list-style-type: none"> - Emergency Loan - Refer to Emergency loan policy for eligibility amount and other details. 				

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Apprenticeship Offer cum Appointment Letter**Date: Dec 19,2023****Candidate Name: Miss Trupti
Aglawe****Candidate ID: 1725312****Address: A/P SataraShivaji chauk Maharashtra, India****Dear Trupti,****Congratulations!!!**

We are extremely pleased to extend a warm welcome to you from the eClerx family, under the Apprenticeship program. Your designation under the Financial Markets Vertical would be an Analyst. Your functional title will be "**Analyst**". We wish you a successful and professionally enriching experience with us.

Please find attached the additional terms and conditions under the Program which is to be treated as an integral part of your Apprenticeship contract (hereinafter referred to as "**Contract**"). Please return a duly signed duplicate copy of this letter for our records. Your HR Business Partner will soon reach out to you for an introduction. Should you have any queries or concerns, they will be glad to assist you. Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy, and exciting association with you.

Regards**Offered By: Sagar Shetty****Designation: Program Manager– Human Resources**

Date: Dec 19,2023

Dear Trupti,

We are pleased to appoint you as **Analyst** under the Apprenticeship program. Your training with us will commence on "**Dec 21,2023**" and will continue until "**Jun 20,2024**".

Apart from the other policies binding upon you during your tenure with the company, the general terms and conditions under the Program are as follows:

1. Work Location

1.1. Your initial work location will be **Pune**. Though you have been engaged for a specific position and location, the Company reserves the right to transfer you, with reasonable notice, to any other location, department, establishment, or branch of the Company / group / affiliates as the Company may deem fit including new locations to be set up in future. You shall be bound by the policies, rules and regulations of the office at the location you are posted in at any given point in time.

1.2. In the event of your voluntary resignation / termination of the Program with the Company from your date of relocation / transfer within a stipulated time period as mandated by the relevant transfer policy, if applicable; you shall be liable to pay to the Company, all the expense incurred towards movement of your household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer including cost incurred by Company on account of your training.

2. Background Verification

2.1. Your appointment as an Analyst under the Financial Markets Vertical is contingent upon successful verification of all documents and information provided by you as a part of your joining process.

2.2. The Company reserves the right to end this employment agreement with you with immediate effect and without any liability, should the results of your background investigation be negative. The HR team will contact you as soon as there is any insufficiency / discrepancy identified in your background check process.

2.3. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. If the reports of such testing are found to be positive, the organisation withholds the right to initiate suitable action against you, including immediate termination of services.

2.4 Your offer of employment will not be valid if you are unable to provide all the mandatory documents on or before your Date of joining.

3. Remuneration, Benefits & Privileges.

Please refer to Annexure I for details on your remuneration and benefits applicable during

your training period.

4. Training

4.1 The tenure period, as stated in this Contract, constitutes your training period, the successful completion of which would determine the completion of your duration under this Program.

4.2 Notwithstanding the above mentioned clause, the Company reserves the right to put you under a training program with a different training period, as per the requirement of the specific business, the successful completion of which would determine the completion of your duration under the Program.

4.3 There will be multiple assessments conducted at periodic intervals during your training period. In the event of you being unsuccessful on assessment parameters as defined by the Company during or after the training period, the Company reserves the right to terminate your Contract under the Program with immediate effect, with a 30 days' notice period. Without prejudice to clause no.

4.1 and 4.2 as mentioned above, the Company may, during the period of training, terminate the Contract without any notice or payment in lieu of notice should you be found guilty of violation of any of the Company's policies or breach of Code of Conduct, which may not be conducive to the Company or its reputation.

4.4 After the completion of the aforementioned training period, the Company, at its sole discretion and depending on business requirements, may absorb you on its regular roll, depending upon your assessment parameters and on-the-job performance. The compensation structure that will be applicable in the event you are absorbed on the regular rolls of the Company will be as per Annexure 2.

4.5 In a scenario wherein these trainings are followed by an assessment, clearance of same becomes imperative. Non-clearance of the assessment, post defined attempts, would result in necessary disciplinary action; including but not limited to termination

5. Domain-based Specialized Training

5.1 You may be required to undergo designated specialized trainings, as required under the Program. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product expertise, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as you.

5.2 Further to the above clause, you may be required to enter into a service agreement with the Company on successful completion of your training period and being absorbed as a permanent employee. The details of such Agreement, as applicable, would be conveyed to you.

6. Leaves

6.1 During your tenure and training period under the Program, you would be eligible for 2 (two) leaves per month. All leaves applied for, will need to be approved by the reporting manager well in advance. Any unapproved leave will be treated as loss of pay and repetition of such instances will attract action in line with the leave policy. The leave process shall be guided under the Leave policy of the Company.

6.2 You are required to acquaint yourself with all the rules and regulations pertaining to leave and attendance upon joining the Company, in order to avoid such instances.

7. Separation

7.1. The Contract can be terminated by the Company, by giving you a notice of 30 days or payment in lieu of notice period. Payment in lieu of shortfall of notice period will be equivalent to monthly total fixed stipend earned for an equivalent period of time.

In case you decide to terminate your Contract with the Company, you may do so by serving Company with **30 days** written notice of termination, provided you terminate your Contract with the Company within five months of your joining the Company. However, if you decide terminate your Contract in the last month of your apprentice tenure, then in that case, irrespective of date of your termination notice, your Apprenticeship term with the Company shall expire on the last working day as determined from your above mentioned date of joining the Company and not by date of your termination notice. The company may waive off the notice period requirement, at its own prerogative and require you to compensate for the shortfall of notice period.

7.2. Without prejudice to any clause in this Contract, the Company also reserves the right to terminate your Contract under the Program for reasons mentioned below, with immediate effect, without any payment in lieu of notice period, whereupon your training period would cease immediately and you shall have no claim, whatsoever, against the Company for damages or otherwise by reason of such determination.

For the purposes of this Clause 7.2, 'Reason' shall mean as under:

- a. Negligence or misconduct by you in complying with your duties, responsibilities, obligations and / or covenants or undertakings, which are either incapable of remedy or otherwise not remedied by you within 30 (thirty) days of a written notice being serviced on you by the Company stating the breach; or
- b. You becoming unable, for any reason whatsoever including the imposition of any court order, to efficiently perform your duties hereunder for 60 (sixty) working days in aggregate in any period of 12 (twelve) consecutive months; or
- c. You becoming of unsound mind; or
- d. You are convicted of a criminal offence;
- e. You becoming bankrupt or compound with all your creditors or enter into any deed of arrangement with all your creditors; or
- f. You committing breach of any of your duties or obligations under the Contract; org. You refusing or neglecting to comply with any lawful and reasonable orders or directions given to you by the Company; or
- g. You are guilty of any misconduct whether or not in the performance of your duties or commit any act which in the opinion of the Company is likely to bring the Company or any of its officers or other employees into disrepute whether or not such act is directly related to the affairs of the Company; or
- h. You becoming prohibited by law or any order from any regulatory body or government authority from being an employee of the Company; or
- i. You are unable to achieve and maintain a satisfactory level of performance and produce the desired results in your performance which are the requirements for meeting your job

responsibilities; or

- j. Causing damage to company's property; or
- k. Going on or abetting a strike in contravention of any law for the time being in force; or
- l. Committing theft, fraud, or dishonesty; or
- m. You being found guilty of any unlawful activity, including but not limited to threatening employees, security breaches, harassment, including sexual harassment, etc.
- n. For violating the Company's Code of Conduct and ethics, which goes against the ethos of the Company.

The list above is illustrative and by no means exhaustive. The company further reserves the right to add/amend this list without prior notice, within reasonable limits.

7.3. In the event of continued absence of 3 (three) consecutive working days from work without prior sanction of leave or on remaining absent beyond the period of leave originally granted or subsequently extended, you shall lose lien on your appointment and your name will be struck off from the roll of the Company, treating you to have abandoned your employment as you do not have interest in the Program offered by the Company.

7.4 On termination of your Contract, all work carried out by you – both in physical and digital form – during your employment, shall be immediately returned forthwith to the Company, without exception and with no copy (either part or whole thereof) retained by you in any form.

7.5 When your training under the Contract / Program with the Company ends, for whatever reason, you will promptly deliver to the Company all originals and copies of all documents, records, software programs, media, and other materials containing any confidential information. You will also return to the Company all equipment, files, software programs, and other personal property belonging to the Company and complete the due handover process during the notice period that you are required to serve by the Company. In the event of your failure to do so, you shall be liable to face legal proceedings and compensate the Company for any material loss of business, as determined by the Company at its sole discretion. The Company may withhold your exit clearance and / or full-and-final settlement on account of your breach of the Company's rules and regulations and until it is able to recover the losses incurred by it.

8. Working Hours

The training hours applicable to you will be the same as are observed, depending upon your process and program. The initial shift, location, or program allotted to you may change at any time during the period of Apprenticeship, as decided by the Company's management.

9. Conflict of Interest

9.1. During your service with the company you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business. You will not take up any other work for remuneration (part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any trade or business, during your employment with the Company. This restriction applies whether or not the other activity is of a similar nature to or competes in any material respect with any of the businesses of the Company.

9.2. You will not seek membership of any local, public or political bodies or undertake any other

business, assume any public office, honorary or remunerative, without the specific written permission of the HR Head. In the event of your becoming member of any local or public or political bodies or undertaking any business, assuming any public office without following due process as prescribed by the Company, you shall be deemed to have contravened the terms and conditions of employment and the Company reserves the right to take appropriate action as it deems fit including forthwith terminating your contract with the Company.

9.3. In case you join or are transferred to the Financial Markets vertical, you may be required to disclose the details of Demat / Trading account(s) held by you and your family members to meet the compliance requirements of the client.

10. Non – Disclosure

10.1. You hereby agree to sign and enter into a Non-Disclosure / Confidentiality Agreement on your date of joining or at any time thereafter in the format prescribed by the Company. You further agree that you shall keep the Company's Confidential Information (as defined in the Non-Disclosure / Confidentiality Agreement), whether or not prepared or developed by you, in the strictest confidence.

10.2. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and the Company will automatically be indemnified against any breach thereof.

11. Non-Solicitation of Employees and Clients and Non-Compete

11.1. During your tenure with the Company, thereafter immediately following the termination of your contract / end of the Program with the Company for any reason, you shall not:

- Undertake and ensure that directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment with the Company.
- Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company.
- Join the services or be associated with any former employee of the Company who is undertaking any activity competing with the business of the Company.

12. Jurisdiction

In case of any dispute or difference arising out of or under this contract, resulting into any proceeding before any Authority, Courts etc. in respect of this contract, the same will be subject to the jurisdiction of Mumbai.

13. Applicable Company rules and regulations

You will be governed by the Company's rules and regulations and practices as enforced from time to time on matters whether specified herein or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. Company's decisions on all such matters shall be final and binding on you

14. Change in Terms and Conditions of your employment

The Company reserves the right to change the terms and conditions of this letter, which would be intimated to you either through changes in the Company's policies or through an amendment to your Contract, or through other means of communication, which would purport to amend the said terms of your Contract.

Your Apprentice appointment is contingent upon successful completion of background check; documents submitted by you will be sent for necessary verification and authentication to the background verification agency.

If the terms and conditions offered herein are acceptable to you, please return the acceptance copy to the undersigned, duly affixing your full signature on the last page and initials on the remaining pages.

Regards

A handwritten signature in black ink, appearing to read 'S Shetty', written in a cursive style.

Offered By: Sagar Shetty

Designation: Program Manager– Human Resources

ANNEXURE I**Stipend and Benefits Applicable During the Contract Period****1. Stipend**

Your stipend will be Rs. 18,323 per month for the duration of your training. This stipend is comprehensive and all-inclusive, and hence it shall be deemed to include all the liabilities of the Company.

The Company will deduct taxes or statutory payments from the stipend, as prescribed by the law of this country from time to time.

2. Benefits**2.1 Group Medical Insurance**

- You are eligible for a floater medical insurance cover of INR 100,000 which covers your spouse, up to 2 children and yourself.
- The insurance is inclusive of pre-existing disease cover from the date of joining.
- You may also opt for an additional cover for your family, including your spouse, up to 2 children and parents / parents-in-law, post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.

2.2 Group Personal Accident Insurance

- You are covered for an amount of INR 300,000 under the Group Personal Accident Insurance Policy.
- The policy covers disablement (temporary and permanent both) and death caused due to accidents.

2.3 Life Insurance

You are covered by a term life insurance cover of INR 500,000 under the Group Life Insurance Cover Policy

2.4 Transport

The Company offers subsidized transport to all its employees, basis the local transport policy. Should you wish to avail it, an amount of INR 1,400 will be deductible from your fixed stipend every month.

**Offered By: Sagar Shetty****Designation: Program Manager – Human Resources**

Accepted by: _____

(Name and Signature)

Date:

FIXED TERM CONTRACT OF EMPLOYMENT

Dear **Ajinkya Ramchandra Gaikwad**,

We are pleased to offer you employment in our organization as **ECA**, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid from **02 Sep 2023 to 02 Sep 2024** Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co-terminus with the aforementioned Project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein
3. During the period of the fixed contract, your services could be deputed at the sole discretion of the Management to any of our client's company to do work pertaining to or incidental to the clients business
4. Details of your salary break up with components are as per the enclosure.
5. You will be eligible for leave as per the company policy, during the period of your contract of employment.
6. You will be entitled to all statutory benefits wherever applicable during the fixed period of contract.
- 7. The contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.**

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy, and growth among all members of the CIEL HR family. As a new entrant, we would like you to wholeheartedly contribute to this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return it to us.

With warm regards,

Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

DEPUTATION

Dear **Ajinkya Ramchandra Gaikwad**,

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to Asian Paints with effect from **16 Sep 2021**. The terms and conditions of your deputation will be as follows:

1. You will, with effect from **16 Sep 2021**, be required to work at our client's office/premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of CIEL HR.
3. In the day to day functioning or responsibilities, you will receive instructions from Asian Paints and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by Asian Paints.
5. You shall be bound to follow the working hours of Asian Paints.
6. You shall take care not to disclose confidential information/trade secrets, etc that you may come across in the course of your responsibilities to anyone outside our client and use such information only in connection with the service provided to Asian Paints.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our client. This arrangement is purely a contractual agreement between CIEL HR and Asian Paints for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of Asian Paints or outside, and if you were at any indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of Asian Paints entrusted to you in the due discharge of your duties and shall indemnify Asian Paints when there is a loss of any kind to the said property.
10. On termination of services or resignation, you shall return all intellectual property, confidential & proprietary information, including but not limited to any visiting cards, textual, visual and audio visual content, brand logos / identity, trademarks, pictures, website images, pamphlets, brand books and related electronic files, etc. of the company and / or its clients (collectively referred to as "Client Material") in your custody or control. Please be advised that appropriate legal action may be initiated against you, for any failure to return such Client Material or in case of any misuse or misrepresentation of the same and in case of any breach with respect of this clause.
11. The Company incurs considerable recruitment & onboarding costs and in case If you leave the company without serving at least 20% of your project tenure , then you are liable to pay 10% of the project CTC payable to you, to the company, as liquidated damages. The full and final settlement will be done only after the adjustment of this amount.

All the other terms and conditions of your employment remain unchanged.

Please sign the duplicate copy of this letter as a token of having read and acknowledged the contents and return it to us.

With warm regards,
Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

Name	Ajinkya Ramchandra Gaikwad,	Location	Pune•Baramati
Designation	ECA	Employee Code	
Father Name	Ramchandra Gaikwad.	DOB	18 Aug 1998
Period Of Employment	02 Sep 2023 to 02 Sep 2024		

Salary	Monthly CTC	Annual CTC
Basic	15000	180000
House Rent Allowance	6700	80400
Gross Earning	21700	260400
Employer PF	1800	21600
CTC	23500	282000
PF	1800	21600
Gross Deduction	1800	21600
Net Pay	19900	238800

Professional Tax (PT)deduction as per respective state government norms & Incometax (IT) deduction as per the norms of Incometax department.The statutory payments & deductions as and when applicable.

With warm regards,

Yours truly,
 For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

Dated 17 April 2023

To,

Akash Gajanan Bonde
Tanaji chauk Sahakar nagar Pune 411046

OFFER OF TRAINING

Dear Akash Gajanan Bonde.

With reference to your participation in our campus selection drive, we are pleased to offer/appoint you as **'Management Trainee'** on "MT-Grade" in **Credit Department** of the company, on a consolidated stipend of **₹25000/- (INR Twenty-Five Thousand Only)** per month subject to your joining on or before 25-04-2023 at our Kolhapur. The office timings are 09:30AM to 06:30PM.

The terms and conditions governing your training are mentioned below:

- 1) That, based on our discussion and mutual consent on the terms and conditions related to your training and further provisional employment; you would require to sign this Offer-cum-Appointment Letter along-with 2 year's Indemnity Bond on joining.
- 2) That, during the training period you are required to undertake all duties and activities as assigned to you by your reporting superiors, head of the department or management.
- 3) That, during the training period and further provisional employment, you will not act in any manner, prejudicial to the interest of the company.
- 4) That, to provide you wide exposure during your training or considering the work exigencies during your provisional employment; on sole discretion of management, you shall always liable to be transferred from any section/department/office/ location to any other section/department/office/location of the company's establishments, divisions and/or associates/affiliates situated in any part of India. On your transfer, you will be governed by the Company's policies, rules, and regulations applicable to the establishment in which you are posted.
- 5) That, other than consolidate stipend you shall also be entitled for other benefits (if any) as applicable to your position/grade, please note that the company reserves the sole discretion to review/increase/decrease the benefits considering the forthcoming work requirements/business exigencies etc.
- 6) That, as per the company policy, you shall be entitled for one CUG connection and the use of it would be restricted to official purpose only; it would be your sole responsibility to prevent this from any misuse or its use in any illegal activity.
- 7) That, as per applicable laws/rules, your consolidated stipend/salary/income from company in any manner shall always be subject to the deduction of applicable taxes at source, such as Income Tax, Professional tax etc.
- 8) That, your grade elevation during training/employment will be purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 9) That, the lack of success at any stage of the training or lack of acceptance participation will be reason for removal from the position OR put you on the PIP "Performance Improvement Plan".
- 10) That, on successful completion of one year training period, your services may be confirmed in the Company on appropriate cadre/grade, purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 11) That, your provisional appointment is subject to:
 - a) That, your provisional appointment shall be subject to your medical report declaring you "Physically & Mentally Fit" from the company's panel of Doctor's, or any other medical practitioner duly authorized by the company. For this you will have to undergo for 'Medical Examination'.
 - b) That, your training and further provisional employment shall be subject to the successful completion of your graduation/post-graduation and submission of necessary documents (marksheets/degrees) to the concerned person at HR Department of the Company.
- 12) That, the Company reserves the sole discretion to suspend/terminate your training/services on grounds of misconduct or breach or violation of the terms and conditions of this letter/undertaking or violation of any rules, regulations or standing orders of the Company by giving you seven calendar days' notice or upon payment of stipend in lieu thereof.
- 13) That, it will be expected from you to maintain the highest order of discipline and secrecy as regards the work of the company and/or its subsidiaries or associate companies and in case of any breach of discipline/trust, your services may be terminated by the company with immediate effect.

AAVAS FINANCIERS LIMITED

(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company

CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,

Mansarovar Industrial Area, Jaipur - 302020 | Tel: +91 141 661 8888

E-Mail: info@aa vas.in, Website: www.aa vas.in



- 14) That, you will also be governed by the standard terms and conditions applicable on the trainees/employees of the company existing now and as may be amended from time to time.
- 15) That, this provisional appointment is being made based on the information furnished in your application for employment, subsequent interviews and documents submitted by you during the process; If, at any time during the process or in future, it comes to light that any of the information/document submitted by you is incorrect/false or forged or any relevant information has been withheld by you, then your employment shall liable to be terminated with immediate effect without giving any further notice or compensation
- 16) You will be elevated as Assistant Manager (grade-m3), based on gross performance towards work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.

If you are agreed to the aforesaid terms and conditions, please duly sign the copy of this letter as a token of your acceptance of the above terms and conditions of this appointment and return the same to us.

The AAVAS FINANCIERS LIMITED heartly welcomes you on board and wish you ALL THE VERY BEST for a bright and mutually rewarding association with us.

**Yours faithfully,
For & on behalf of the Aavas Financiers Limited**



**PRASHANT KUMAR PANDEY
HEAD TALENT ACQUISITION**

Acceptance

I hereby declare that I have thoroughly read and understood the terms and conditions of training mentioned herein this letter; and I do accept and undertake the same and shall be abide by the mentioned terms and conditions.

SIGNATURE-.....

DATE.....

PLACE:

AAVAS FINANCIERS LIMITED

(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company

CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,
Mansarovar Industrial Area, Jaipur - 302020 | Tel: +91 141 661 8888

E-Mail: info@aavas.in, Website: www.aavas.in

AAVAS



OFFER DOCUMENT

Date: 27-Dec-2022

Dear Bhakti

Hande

,Pune,

On behalf of "BlueStone Jewellery And Lifestyle Pvt. Ltd.", I am very pleased to offer you a position as **Sales Executive**. The purpose of this letter is to summarize the terms of your full-time position with the company.

Other terms and conditions are mentioned as below:

Start Date:

Your employment with the Company will begin no later than **09-Jan-2023** and will continue in accordance with terms of this offer letter.

Remuneration:

Your annual remuneration on a cost-to-company (CTC) will be **INR 300024/-p.a.**

- For detailed Salary break-up please refer to the **Enclosure I**.
- Gratuity and medical insurance as per company policy.

Location:

The base location of your job will be **Pune**. You may need to travel in India or abroad, if necessary to enable you to perform your work in accordance with your employment.

This job offer is contingent to successful completion of:

1. Background Verification
2. CIBIL Check

Kindly confirm your acceptance by signing a copy of this letter and returning it to us. This offer letter is valid for 7 days from the date of issuance and you are required to confirm in writing your acceptance within this 7 days period. You can also confirm your acceptance through an email.

All other terms and conditions will be governed by the Company's policies as stated from time to time.

Congratulations and welcome to **BlueStone** to join the team on this journey.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid
Deputy Manager - Human Resource

Enclosure I
BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekalal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

**Bhakti Hande**

Particulars	Per Month	Per Annum
Basic	10865	130380
HRA	5433	65196
Special Allowance	2533	30396
Fixed Salary	18831	225972
Statutory Bonus	2900	34800
Gross Salary (1)	21731	260772
Company Benefits		
Employer's Contribution to PF	1608	19296
Gratuity	523	6276
Medical Insurance	1140	13680
Total benefit (2)	3271	39252
Cost to Company (1+2)	25002	300024

You will be benefited with Mediclaim policy of sum insurance 4 lakhs floater plan covering you & your direct dependents. Personal accident coverage will be 15 lakhs. Term Life Insurance is 15 lakhs.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid
Deputy Manager - Human Resource

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIALDate: **August 12, 2023****Datta Ramesh Kadam****Gokul dham nivas Balaji nagar
Pune Maharashtra,****Subject: Offer Letter****Dear Datta ,**

In reference to your application and subsequent discussions, we are pleased to offer you the position of Senior Relationship Manager - Emerging Banca, Institutional Business in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

- 1.** You shall be based at **Pune-1** .
- 2.** You will report to **Keshav Mahadev Saste**.
- 3.** The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by Aug 12, 2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.
Authorized Signatory

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

ANNEXURE A: CTC Break Up**COMPENSATION BREAK UP SHEET**Date: **Aug 12,2023**

Name:	Datta Ramesh Kadam		
Department:	Emerging Banca		
Designation:	Executive		
Band:	GB2 A		
Location Code:	Pune-1	Location: Pune-1	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,000.00	96,000.00
2	Minimum HRA	4,000.00	48,000.00
3	Statutory Bonus	1,600.00	19,200.00
4	Flexible Benefits	10,882.00	130,584.00
	Sub Total (A)	24,482.00	293,784.00
5	Company's Provident fund contribution	1,800.00	21,600.00
6	Gratuity as per the Act	385.00	4,620.00
7	E.S.I.C	0.00	0.00
	Sub Total (B)	2,185.00	26,220.00
	Total Fixed	26,667.00	320,004.00

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Medclaim policy. The company shall subsidize the annual premium to a limit of INR. 5,000 per annum. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company

8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
 Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
 CIN: U66010PN2001PLC015959

Apprenticeship Offer cum Appointment Letter**Date: Dec 19,2023****Candidate Name: Miss Prachi
Kamble.****Candidate ID: 1652102****Address: Sai Apprt Kothrud Pune Maharashtra, India****Dear Prachi,****Congratulations!!!**

We are extremely pleased to extend a warm welcome to you from the eClerx family, under the Apprenticeship program. Your designation under the Financial Markets Vertical would be an Analyst. Your functional title will be "**Analyst**". We wish you a successful and professionally enriching experience with us.

Please find attached the additional terms and conditions under the Program which is to be treated as an integral part of your Apprenticeship contract (hereinafter referred to as "**Contract**"). Please return a duly signed duplicate copy of this letter for our records. Your HR Business Partner will soon reach out to you for an introduction. Should you have any queries or concerns, they will be glad to assist you. Once again, we welcome you to eClerx. We look forward to a long, fruitful, happy, and exciting association with you.

Regards**Offered By: Sagar Shetty****Designation: Program Manager- Human Resources**

Date: Dec 19,2023

Dear Prachi,

We are pleased to appoint you as **Analyst** under the Apprenticeship program. Your training with us will commence on "**Dec 21,2023**" and will continue until "**Jun 20,2024**".

Apart from the other policies binding upon you during your tenure with the company, the general terms and conditions under the Program are as follows:

1. Work Location

1.1. Your initial work location will be **Pune**. Though you have been engaged for a specific position and location, the Company reserves the right to transfer you, with reasonable notice, to any other location, department, establishment, or branch of the Company / group / affiliates as the Company may deem fit including new locations to be set up in future. You shall be bound by the policies, rules and regulations of the office at the location you are posted in at any given point in time.

1.2. In the event of your voluntary resignation / termination of the Program with the Company from your date of relocation / transfer within a stipulated time period as mandated by the relevant transfer policy, if applicable; you shall be liable to pay to the Company, all the expense incurred towards movement of your household goods, relocation allowance, accommodation cost and all other expenses related to your relocation/transfer including cost incurred by Company on account of your training.

2. Background Verification

2.1. Your appointment as an Analyst under the Financial Markets Vertical is contingent upon successful verification of all documents and information provided by you as a part of your joining process.

2.2. The Company reserves the right to end this employment agreement with you with immediate effect and without any liability, should the results of your background investigation be negative. The HR team will contact you as soon as there is any insufficiency / discrepancy identified in your background check process.

2.3. You may be required to undergo tests for substance abuse as and when deemed necessary by the organisation. If the reports of such testing are found to be positive, the organisation withholds the right to initiate suitable action against you, including immediate termination of services.

2.4 Your offer of employment will not be valid if you are unable to provide all the mandatory documents on or before your Date of joining.

3. Remuneration, Benefits & Privileges.

Please refer to Annexure I for details on your remuneration and benefits applicable during

your training period.

4. Training

4.1 The tenure period, as stated in this Contract, constitutes your training period, the successful completion of which would determine the completion of your duration under this Program.

4.2 Notwithstanding the above mentioned clause, the Company reserves the right to put you under a training program with a different training period, as per the requirement of the specific business, the successful completion of which would determine the completion of your duration under the Program.

4.3 There will be multiple assessments conducted at periodic intervals during your training period. In the event of you being unsuccessful on assessment parameters as defined by the Company during or after the training period, the Company reserves the right to terminate your Contract under the Program with immediate effect, with a 30 days' notice period. Without prejudice to clause no.

4.1 and 4.2 as mentioned above, the Company may, during the period of training, terminate the Contract without any notice or payment in lieu of notice should you be found guilty of violation of any of the Company's policies or breach of Code of Conduct, which may not be conducive to the Company or its reputation.

4.4 After the completion of the aforementioned training period, the Company, at its sole discretion and depending on business requirements, may absorb you on its regular roll, depending upon your assessment parameters and on-the-job performance. The compensation structure that will be applicable in the event you are absorbed on the regular rolls of the Company will be as per Annexure 2.

4.5 In a scenario wherein these trainings are followed by an assessment, clearance of same becomes imperative. Non-clearance of the assessment, post defined attempts, would result in necessary disciplinary action; including but not limited to termination

5. Domain-based Specialized Training

5.1 You may be required to undergo designated specialized trainings, as required under the Program. Such trainings are aimed to present an opportunity to expand your knowledge base, enhance your domain and product expertise, and equip you for effective execution of all your job responsibilities. Some of the specialized trainings will require a commitment of significant investment by eClerx as well as you.

5.2 Further to the above clause, you may be required to enter into a service agreement with the Company on successful completion of your training period and being absorbed as a permanent employee. The details of such Agreement, as applicable, would be conveyed to you.

6. Leaves

6.1 During your tenure and training period under the Program, you would be eligible for 2 (two) leaves per month. All leaves applied for, will need to be approved by the reporting manager well in advance. Any unapproved leave will be treated as loss of pay and repetition of such instances will attract action in line with the leave policy. The leave process shall be guided under the Leave policy of the Company.

6.2 You are required to acquaint yourself with all the rules and regulations pertaining to leave and attendance upon joining the Company, in order to avoid such instances.

7. Separation

7.1. The Contract can be terminated by the Company, by giving you a notice of 30 days or payment in lieu of notice period. Payment in lieu of shortfall of notice period will be equivalent to monthly total fixed stipend earned for an equivalent period of time.

In case you decide to terminate your Contract with the Company, you may do so by serving Company with **30 days** written notice of termination, provided you terminate your Contract with the Company within five months of your joining the Company. However, if you decide terminate your Contract in the last month of your apprentice tenure, then in that case, irrespective of date of your termination notice, your Apprenticeship term with the Company shall expire on the last working day as determined from your above mentioned date of joining the Company and not by date of your termination notice. The company may waive off the notice period requirement, at its own prerogative and require you to compensate for the shortfall of notice period.

7.2. Without prejudice to any clause in this Contract, the Company also reserves the right to terminate your Contract under the Program for reasons mentioned below, with immediate effect, without any payment in lieu of notice period, whereupon your training period would cease immediately and you shall have no claim, whatsoever, against the Company for damages or otherwise by reason of such determination.

For the purposes of this Clause 7.2, 'Reason' shall mean as under:

- a. Negligence or misconduct by you in complying with your duties, responsibilities, obligations and / or covenants or undertakings, which are either incapable of remedy or otherwise not remedied by you within 30 (thirty) days of a written notice being serviced on you by the Company stating the breach; or
- b. You becoming unable, for any reason whatsoever including the imposition of any court order, to efficiently perform your duties hereunder for 60 (sixty) working days in aggregate in any period of 12 (twelve) consecutive months; or
- c. You becoming of unsound mind; or
- d. You are convicted of a criminal offence;
- e. You becoming bankrupt or compound with all your creditors or enter into any deed of arrangement with all your creditors; or
- f. You committing breach of any of your duties or obligations under the Contract; org. You refusing or neglecting to comply with any lawful and reasonable orders or directions given to you by the Company; or
- g. You are guilty of any misconduct whether or not in the performance of your duties or commit any act which in the opinion of the Company is likely to bring the Company or any of its officers or other employees into disrepute whether or not such act is directly related to the affairs of the Company; or
- h. You becoming prohibited by law or any order from any regulatory body or government authority from being an employee of the Company; or
- i. You are unable to achieve and maintain a satisfactory level of performance and produce the desired results in your performance which are the requirements for meeting your job

responsibilities; or

- j. Causing damage to company's property; or
- k. Going on or abetting a strike in contravention of any law for the time being in force; or
- l. Committing theft, fraud, or dishonesty; or
- m. You being found guilty of any unlawful activity, including but not limited to threatening employees, security breaches, harassment, including sexual harassment, etc.
- n. For violating the Company's Code of Conduct and ethics, which goes against the ethos of the Company.

The list above is illustrative and by no means exhaustive. The company further reserves the right to add/amend this list without prior notice, within reasonable limits.

7.3. In the event of continued absence of 3 (three) consecutive working days from work without prior sanction of leave or on remaining absent beyond the period of leave originally granted or subsequently extended, you shall lose lien on your appointment and your name will be struck off from the roll of the Company, treating you to have abandoned your employment as you do not have interest in the Program offered by the Company.

7.4 On termination of your Contract, all work carried out by you – both in physical and digital form – during your employment, shall be immediately returned forthwith to the Company, without exception and with no copy (either part or whole thereof) retained by you in any form.

7.5 When your training under the Contract / Program with the Company ends, for whatever reason, you will promptly deliver to the Company all originals and copies of all documents, records, software programs, media, and other materials containing any confidential information. You will also return to the Company all equipment, files, software programs, and other personal property belonging to the Company and complete the due handover process during the notice period that you are required to serve by the Company. In the event of your failure to do so, you shall be liable to face legal proceedings and compensate the Company for any material loss of business, as determined by the Company at its sole discretion. The Company may withhold your exit clearance and / or full-and-final settlement on account of your breach of the Company's rules and regulations and until it is able to recover the losses incurred by it.

8. Working Hours

The training hours applicable to you will be the same as are observed, depending upon your process and program. The initial shift, location, or program allotted to you may change at any time during the period of Apprenticeship, as decided by the Company's management.

9. Conflict of Interest

9.1. During your service with the company you are expected to devote your whole time and attention to the company's affairs and refrain from directly or indirectly engaging in any other business. You will not take up any other work for remuneration (part time or otherwise) or work in advisory capacity or be interested directly or indirectly in any trade or business, during your employment with the Company. This restriction applies whether or not the other activity is of a similar nature to or competes in any material respect with any of the businesses of the Company.

9.2. You will not seek membership of any local, public or political bodies or undertake any other

business, assume any public office, honorary or remunerative, without the specific written permission of the HR Head. In the event of your becoming member of any local or public or political bodies or undertaking any business, assuming any public office without following due process as prescribed by the Company, you shall be deemed to have contravened the terms and conditions of employment and the Company reserves the right to take appropriate action as it deems fit including forthwith terminating your contract with the Company.

9.3. In case you join or are transferred to the Financial Markets vertical, you may be required to disclose the details of Demat / Trading account(s) held by you and your family members to meet the compliance requirements of the client.

10. Non – Disclosure

10.1. You hereby agree to sign and enter into a Non-Disclosure / Confidentiality Agreement on your date of joining or at any time thereafter in the format prescribed by the Company. You further agree that you shall keep the Company's Confidential Information (as defined in the Non-Disclosure / Confidentiality Agreement), whether or not prepared or developed by you, in the strictest confidence.

10.2. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and the Company will automatically be indemnified against any breach thereof.

11. Non-Solicitation of Employees and Clients and Non-Compete

11.1. During your tenure with the Company, thereafter immediately following the termination of your contract / end of the Program with the Company for any reason, you shall not:

- Undertake and ensure that directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment with the Company.
- Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company.
- Join the services or be associated with any former employee of the Company who is undertaking any activity competing with the business of the Company.

12. Jurisdiction

In case of any dispute or difference arising out of or under this contract, resulting into any proceeding before any Authority, Courts etc. in respect of this contract, the same will be subject to the jurisdiction of Mumbai.

13. Applicable Company rules and regulations

You will be governed by the Company's rules and regulations and practices as enforced from time to time on matters whether specified herein or not, including on matters such as designation, emoluments and the structure thereof, working hours, etc. Company's decisions on all such matters shall be final and binding on you

14. Change in Terms and Conditions of your employment

The Company reserves the right to change the terms and conditions of this letter, which would be intimated to you either through changes in the Company's policies or through an amendment to your Contract, or through other means of communication, which would purport to amend the said terms of your Contract.

Your Apprentice appointment is contingent upon successful completion of background check; documents submitted by you will be sent for necessary verification and authentication to the background verification agency.

If the terms and conditions offered herein are acceptable to you, please return the acceptance copy to the undersigned, duly affixing your full signature on the last page and initials on the remaining pages.

Regards

A handwritten signature in black ink, appearing to read 'S Shetty', written in a cursive style.

Offered By: Sagar Shetty

Designation: Program Manager- Human Resources

ANNEXURE I**Stipend and Benefits Applicable During the Contract Period****1. Stipend**

Your stipend will be Rs. 18,323 per month for the duration of your training. This stipend is comprehensive and all-inclusive, and hence it shall be deemed to include all the liabilities of the Company.

The Company will deduct taxes or statutory payments from the stipend, as prescribed by the law of this country from time to time.

2. Benefits**2.1 Group Medical Insurance**

- You are eligible for a floater medical insurance cover of INR 100,000 which covers your spouse, up to 2 children and yourself.
- The insurance is inclusive of pre-existing disease cover from the date of joining.
- You may also opt for an additional cover for your family, including your spouse, up to 2 children and parents / parents-in-law, post your joining the Company. The premium against the additional cover will be communicated to you and will be deducted from your salary.

2.2 Group Personal Accident Insurance

- You are covered for an amount of INR 300,000 under the Group Personal Accident Insurance Policy.
- The policy covers disablement (temporary and permanent both) and death caused due to accidents.

2.3 Life Insurance

You are covered by a term life insurance cover of INR 500,000 under the Group Life Insurance Cover Policy

2.4 Transport

The Company offers subsidized transport to all its employees, basis the local transport policy. Should you wish to avail it, an amount of INR 1,400 will be deductible from your fixed stipend every month.

**Offered By: Sagar Shetty****Designation: Program Manager – Human Resources**

Accepted by: _____

(Name and Signature)

Date:

Dated 17 April 2023

To,

Aditya Raju Mulkalwar
Tanaji chauh Sahakar nagar Pune 411046

OFFER OF TRAINING

Dear Aditya Raju Mulkalwar

With reference to your participation in our campus selection drive, we are pleased to offer/appoint you as **'Management Trainee'** on "MT-Grade" in **Credit Department** of the company, on a consolidated stipend of **₹25000/- (INR Twenty-Five Thousand Only)** per month subject to your joining on or before 25-04-2023 at our Kolhapur. The office timings are 09:30AM to 06:30PM.

The terms and conditions governing your training are mentioned below:

- 1) That, based on our discussion and mutual consent on the terms and conditions related to your training and further provisional employment; you would require to sign this Offer-cum-Appointment Letter along-with 2 year's Indemnity Bond on joining.
- 2) That, during the training period you are required to undertake all duties and activities as assigned to you by your reporting superiors, head of the department or management.
- 3) That, during the training period and further provisional employment, you will not act in any manner, prejudicial to the interest of the company.
- 4) That, to provide you wide exposure during your training or considering the work exigencies during your provisional employment; on sole discretion of management, you shall always liable to be transferred from any section/department/office/ location to any other section/department/office/location of the company's establishments, divisions and/or associates/affiliates situated in any part of India. On your transfer, you will be governed by the Company's policies, rules, and regulations applicable to the establishment in which you are posted.
- 5) That, other than consolidate stipend you shall also be entitled for other benefits (if any) as applicable to your position/grade, please note that the company reserves the sole discretion to review/increase/decrease the benefits considering the forthcoming work requirements/business exigencies etc.
- 6) That, as per the company policy, you shall be entitled for one CUG connection and the use of it would be restricted to official purpose only; it would be your sole responsibility to prevent this from any misuse or its use in any illegal activity.
- 7) That, as per applicable laws/rules, your consolidated stipend/salary/income from company in any manner shall always be subject to the deduction of applicable taxes at source, such as Income Tax, Professional tax etc.
- 8) That, your grade elevation during training/employment will be purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 9) That, the lack of success at any stage of the training or lack of acceptance participation will be reason for removal from the position OR put you on the PIP "Performance Improvement Plan".
- 10) That, on successful completion of one year training period, your services may be confirmed in the Company on appropriate cadre/grade, purely based on your gross performance and attitude towards your work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.
- 11) That, your provisional appointment is subject to:
 - a) That, your provisional appointment shall be subject to your medical report declaring you "Physically & Mentally Fit" from the company's panel of Doctor's, or any other medical practitioner duly authorized by the company. For this you will have to undergo for 'Medical Examination'.
 - b) That, your training and further provisional employment shall be subject to the successful completion of your graduation/post-graduation and submission of necessary documents (marksheets/degrees) to the concerned person at HR Department of the Company.
- 12) That, the Company reserves the sole discretion to suspend/terminate your training/services on grounds of misconduct or breach or violation of the terms and conditions of this letter/undertaking or violation of any rules, regulations or standing orders of the Company by giving you seven calendar days' notice or upon payment of stipend in lieu thereof.
- 13) That, it will be expected from you to maintain the highest order of discipline and secrecy as regards the work of the company and/or its subsidiaries or associate companies and in case of any breach of discipline/trust, your services may be terminated by the company with immediate effect.

AAVAS FINANCIERS LIMITED

(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company

CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,

Mansarovar Industrial Area, Jaipur - 302020 | Tel: +91 141 661 8888

E-Mail: info@aa vas.in, Website: www.aa vas.in



- 14) That, you will also be governed by the standard terms and conditions applicable on the trainees/employees of the company existing now and as may be amended from time to time.
- 15) That, this provisional appointment is being made based on the information furnished in your application for employment, subsequent interviews and documents submitted by you during the process; If, at any time during the process or in future, it comes to light that any of the information/document submitted by you is incorrect/false or forged or any relevant information has been withheld by you, then your employment shall liable to be terminated with immediate effect without giving any further notice or compensation
- 16) You will be elevated as Assistant Manager (grade-m3), based on gross performance towards work/duties & responsibilities; and in any manner it will always be the subject to sole discretion of management.

If you are agreed to the aforesaid terms and conditions, please duly sign the copy of this letter as a token of your acceptance of the above terms and conditions of this appointment and return the same to us.

The AAVAS FINANCIERS LIMITED heartly welcomes you on board and wish you ALL THE VERY BEST for a bright and mutually rewarding association with us.

**Yours faithfully,
For & on behalf of the Aavas Financiers Limited**



**PRASHANT KUMAR PANDEY
HEAD TALENT ACQUISITION**

Acceptance

I hereby declare that I have thoroughly read and understood the terms and conditions of training mentioned herein this letter; and I do accept and undertake the same and shall be abide by the mentioned terms and conditions.

SIGNATURE-.....

DATE.....

PLACE:

AAVAS FINANCIERS LIMITED

(Formerly known as "Au HOUSING FINANCE LIMITED")

An ISO 9001:2015 Certified Company

CIN NO.: L65922RJ2011PLC034297

Regd. & Corp. Office: 201-202, 2nd Floor, Southend Square,
Mansarovar Industrial Area, Jaipur - 302020 | Tel: +91 141 661 8888

E-Mail: info@aavas.in, Website: www.aavas.in

AAVAS



OFFER DOCUMENT

Date:27-Dec-2022

Dear Parag Nalhe

,Pune,

On behalf of “BlueStone Jewellery And Lifestyle Pvt. Ltd.”, I am very pleased to offer you a position as **Sales Executive**. The purpose of this letter is to summarize the terms of your full-time position with the company.

Other terms and conditions are mentioned as below:

Start Date:

Your employment with the Company will begin no later than **09-Jan-2023** and will continue in accordance with terms of this offer letter.

Remuneration:

Your annual remuneration on a cost-to-company (CTC) will be **INR 300024/-p.a.**

- For detailed Salary break-up please refer to the **Enclosure I**.
- Gratuity and medical insurance as per company policy.

Location:

The base location of your job will be **Pune**. You may need to travel in India or abroad, if necessary to enable you to perform your work in accordance with your employment.

This job offer is contingent to successful completion of:

1. Background Verification
2. CIBIL Check

Kindly confirm your acceptance by signing a copy of this letter and returning it to us. This offer letter is valid for 7 days from the date of issuance and you are required to confirm in writing your acceptance within this 7 days period. You can also confirm your acceptance through an email.

All other terms and conditions will be governed by the Company's policies as stated from time to time.

Congratulations and welcome to **BlueStone** to join the team on this journey.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid
Deputy Manager - Human Resource

Enclosure I

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekalal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

**Parag Nalhe**

Particulars	Per Month	Per Annum
Basic	10865	130380
HRA	5433	65196
Special Allowance	2533	30396
Fixed Salary	18831	225972
Statutory Bonus	2900	34800
Gross Salary (1)	21731	260772
Company Benefits		
Employer's Contribution to PF	1608	19296
Gratuity	523	6276
Medical Insurance	1140	13680
Total benefit (2)	3271	39252
Cost to Company (1+2)	25002	300024

You will be benefited with Mediclaim policy of sum insurance 4 lakhs floater plan covering you & your direct dependents. Personal accident coverage will be 15 lakhs. Term Life Insurance is 15 lakhs.

For **BlueStone Jewellery and Lifestyle Pvt. Ltd.,**



Kiran Narayan Bhambid
Deputy Manager - Human Resource

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

FIXED TERM CONTRACT OF EMPLOYMENT

Dear **Rohit Kailas Rajguru**,

We are pleased to offer you employment in our organization as **ECA**, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid from **02 Sep 2023 to 02 Sep 2024** Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co-terminus with the aforementioned Project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein
3. During the period of the fixed contract, your services could be deputed at the sole discretion of the Management to any of our client's company to do work pertaining to or incidental to the clients business
4. Details of your salary break up with components are as per the enclosure.
5. You will be eligible for leave as per the company policy, during the period of your contract of employment.
6. You will be entitled to all statutory benefits wherever applicable during the fixed period of contract.
7. **The contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.**

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy, and growth among all members of the CIEL HR family. As a new entrant, we would like you to wholeheartedly contribute to this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return it to us.

With warm regards,

Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

DEPUTATION

Dear **Rohit Kailas Rajguru**,

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to Asian Paints with effect from **16 Sep 2021**. The terms and conditions of your deputation will be as follows:

1. You will, with effect from **16 Sep 2021**, be required to work at our client's office/premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of CIEL HR.
3. In the day to day functioning or responsibilities, you will receive instructions from Asian Paints and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by Asian Paints.
5. You shall be bound to follow the working hours of Asian Paints.
6. You shall take care not to disclose confidential information/trade secrets, etc that you may come across in the course of your responsibilities to anyone outside our client and use such information only in connection with the service provided to Asian Paints.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our client. This arrangement is purely a contractual agreement between CIEL HR and Asian Paints for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of Asian Paints or outside, and if you were at any indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of Asian Paints entrusted to you in the due discharge of your duties and shall indemnify Asian Paints when there is a loss of any kind to the said property.
10. On termination of services or resignation, you shall return all intellectual property, confidential & proprietary information, including but not limited to any visiting cards, textual, visual and audio visual content, brand logos / identity, trademarks, pictures, website images, pamphlets, brand books and related electronic files, etc. of the company and / or its clients (collectively referred to as "Client Material") in your custody or control. Please be advised that appropriate legal action may be initiated against you, for any failure to return such Client Material or in case of any misuse or misrepresentation of the same and in case of any breach with respect of this clause.
11. The Company incurs considerable recruitment & onboarding costs and in case If you leave the company without serving at least 20% of your project tenure , then you are liable to pay 10% of the project CTC payable to you, to the company, as liquidated damages. The full and final settlement will be done only after the adjustment of this amount.

All the other terms and conditions of your employment remain unchanged.

Please sign the duplicate copy of this letter as a token of having read and acknowledged the contents and return it to us.

With warm regards,
Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

Name	Rohit Kailas Rajguru,	Location	Pune•Baramati
Designation	ECA	Employee Code	
Father Name	Kailas Rajguru.	DOB	20 Aug 1998
Period Of Employment	02 Sep 2023 to 02 Sep 2024		

Salary	Monthly CTC	Annual CTC
Basic	15000	180000
House Rent Allowance	6700	80400
Gross Earning	21700	260400
Employer PF	1800	21600
CTC	23500	282000
PF	1800	21600
Gross Deduction	1800	21600
Net Pay	19900	238800

Professional Tax (PT)deduction as per respective state government norms & Incometax (IT) deduction as per the norms of Incometax department.The statutory payments & deductions as and when applicable.

With warm regards,

Yoursruly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIALDate: **August 12, 2023****Viraj Vijay Rasal****Sairaj Building Ganesh nagar
Pune Maharashtra,****Subject: Offer Letter****Dear Viraj ,**

In reference to your application and subsequent discussions, we are pleased to offer you the position of Senior Relationship Manager - Emerging Banca, Institutional Business in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

- 1.** You shall be based at **Pune-1** .
- 2.** You will report to **Keshav Mahadev Saste**.
- 3.** The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by Aug 12, 2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.
Authorized Signatory

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

ANNEXURE A: CTC Break Up**COMPENSATION BREAK UP SHEET**Date: **Aug 12,2023**

Name:	Viraj Vijay Rasal		
Department:	Emerging Banca		
Designation:	Executive		
Band:	GB2 A		
Location Code:	Pune-1	Location: Pune-1	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,000.00	96,000.00
2	Minimum HRA	4,000.00	48,000.00
3	Statutory Bonus	1,600.00	19,200.00
4	Flexible Benefits	10,882.00	130,584.00
	Sub Total (A)	24,482.00	293,784.00
5	Company's Provident fund contribution	1,800.00	21,600.00
6	Gratuity as per the Act	385.00	4,620.00
7	E.S.I.C	0.00	0.00
	Sub Total (B)	2,185.00	26,220.00
	Total Fixed	26,667.00	320,004.00

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Medclaim policy. The company shall subsidize the annual premium to a limit of INR. 5,000 per annum. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company

8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959



Offer Date : 11/01/2024
Offer No : GS10114537

FIXED TERM EMPLOYMENT CONTRACT

Dear **Pooja Santoshkumar Suryawanshi**

We are pleased to offer you employment at **Quess Corp Limited** for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to **VODAFONE IDEA LIMITED** under this Contract. The terms of employment are exclusively with Quess, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from **JAN 11,2024** be deputed by Quess, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of India as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from **JAN 11,2024** to **DEC 10,2024**.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at **Pune**.

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Offer No : GS10114537

Page 1

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QUESS Corp Limited

3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India

<http://www.quessecorp.com> | Toll Free No: 1800-572-3333



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**POSITION:**

You are appointed as **Associate - Finance** .

REMUNERATION:

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid from JAN 11,2024 to DEC 10,2024 This contract may be considered for an extension depending on the client and Quess' requirements. The extension of contract period would be considered on fresh terms as agreed between you and Quess through a separate mutually executed contract of employment. Quess shall inform you in writing of the extension requirements

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at Quess within the cut-off date as mutually agreed for pay-roll processing.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, Quess or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. Quess reserves all such right to withheld full or a portion of your salary during such suspension period.

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Offer No : GS10114537

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NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 15 days' notice in writing. The Contract can be terminated at the discretion of Quess / Client subject to 15 days' notice. However due to breach of code of conduct, misbehavior or indiscipline etc., then in such cases, Quess will have / reserve rights to terminate immediately without giving notice period.

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 indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated with immediate effect.

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ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of Quess (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Not with standing the place of working or placement or the normal or usual residence of the employee concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

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Offer No : GS10114537

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<http://www.uesscorp.com> | Toll Free No: 1800-572-3333



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You shall report to work on **JAN 11,2024** at the clients place.

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

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 Passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card
10. Complete Application Form with Bio Data/Resume

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With Warm Regards,
For **Quess Corp Limited.**

Tej Hans Raj Singh
Deputy CEO

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Offer No : GS10114537

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I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

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Offer No : GS10114537

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Compensation Sheet

Offer No : GS10114537

Associate Name : Pooja Santoshkumar Suryawanshi

Designation : Associate - Finance

Location : Pune

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	13600	163200
House Rent Allowance	6301	75612
City Compensatory Allowance	907	10884
Statutory Bonus	1133	13596
Gross Salary	21941	263292


Employer's Contribution	Rs. Monthly Pay	Rs. Annual Pay
Employer Pf	1886	22632
Total Contribution	1886	22632
Cost To Company: (Ctc)	23827	285924

Deduction: (Subjected to change)	Rs. Monthly Pay	Rs. Annual Pay
Provident Fund	1741	20892
Total Deduction	1741	20892
Net Take Home	20200	242400

Variable Component	Rs. Monthly Pay	Rs. Annual Pay
Ctc (With Variable)	23827	285924
Net Take Home (With Variable)	20200	242400

*Variable Component is applicable only when target is accomplished

For Quess Corp Limited.



Tej Hans Raj Singh
Deputy CEO



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Dear Associate,

Please download the **WorQ App** on your mobile for a host of benefits

- Access all your HR Documents (PaySlip, Offer Letter, PF/ESIC/Insurance Nos, Form 16)
- Get Digital ID Card
- Get Easy Access to Quess helpline
- Get access to Quess Market to get lucrative offers specifically for Quess Associates
- Get host of learning opportunities

You will receive your User Id / Password & Company ID by **SMS** to your registered mobile No.

For any issues in login to WorQ app, please email to **help@quesscorp.com**.

Please mention your

- Offer No : GS10114537
- Name : Pooja Santoshkumar Suryawanshi
- Mobile No : 9405628672

Link to download WorQ

Play Store (Android) - <https://goo.gl/rqsMnr>

App Store (iOS) - <https://goo.gl/DmHpEj>

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TO CHECK IF YOUR OFFER LETTER IS GENUINE.

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April 03, 2022

Shruti Shakshi
Chakwa - Hayaghat
Bihar - 847301
Subject: Offer of Employment

Dear Shruti,

On behalf of Testbook Edu Solutions Pvt. Ltd. (the "Employer"), We are pleased to confirm our offer of employment to you as a **Human resource - Intern** based in **Mumbai**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a very favorable impression with everyone you met and we are excited with the prospect of you joining our organization.

You will be assigned a mentor in the initial weeks of your joining who will help you understand your role and work responsibilities.

Your monthly stipend is **Rs 15,000/-**, and will be subject to completion of internship as well as statutory and other deductions as per Employer policies and practices if applicable. You may also receive additional benefits as are generally accorded to the employees of the Employer, subject to the applicable policies and practices of the Employer.

Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. We would like, you to join the Employer on **May 09, 2022** or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

Your internship will end on **November 08, 2022** or on a mutually agreeable date.

You will be eligible for the internship certificate, subject to the completion of your internship.

If any information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, the Company shall be entitled to terminate this contract without giving any notice.

The Company may transfer you to any other location or any affiliate or associate company in India or abroad. Such transfers will not create for you any right to ask for revision in your salary or other terms and conditions of your services. Consequent to such transfers, you will be governed by the terms and conditions of service as applicable to your category of employees in the new place/office.

If any information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any material information, the Company shall be entitled to terminate this contract without giving any notice.

TESTBOOK EDU SOLUTIONS PVT. LTD.

1st & 2nd Floor, Zion Building, Plot No. 273, Sector - 10, Kharghar, Navi Mumbai - 410210

CIN: U72200MH2013PTC24111



Documentation Infosys BPM



Inbox



TalentAcquisition 27 Feb
to me, roshan.2003498 ✓



Dear Dipti Jaydip,

Greetings for the day!

With reference to your interview with Infosys BPM Limited, we request you to submit certain documents to evaluate and take your application further.

1. Open the application form [here](#).
2. Fill in accurate information as per your supporting documents.
3. Upload the documents wherever applicable.

We will be able to move your application for further formalities only after we receive and verify your documents. Therefore, kindly share the details at the earliest.

Documents that need to be shared before 48 hours from the date of receipt of this email

1. Appointment & Relieving letter of Previous Employers (If applicable)
2. Current employer offer letter and Salary revision letter with annexure (if applicable) whichever pertains to your current salary
3. Last 3 months salary slips
4. ID Proof / Address Proof ? Pan Card/Driving License/Passport/Voter ID (Do not share Aadhar card)

14-Dec-2023

Abhishek Manohar Patil [ID: 154348]

**Gat no 154 plot no 31/3 Chattrapati colony Jalgaon
Maharashtra -425002
patilabhi.m29@gmail.com**

Dear **Mr. Abhishek Manohar Patil,**

We are pleased to extend this letter of appointment ("Letter") to you at IDFC FIRST Bharat Limited (the "company") and your role is **Relationship Manager-MEL** and grade is **Officer** respectively. You are expected to join on or before **18-Dec-2023** ("Date of Joining"). Your monthly Total Fixed Pay (TFP) will be INR **17384.00**. The position is currently based at **Jalgaon-Ganesh_Colony Branch, NASHIK REGION**. Please refer the Annexure-1 for break-up of Gross and Total fixed salary. Please note that your appointment is subject to your adherence on the following, in letter and spirit

- Terms & Conditions [Annexure-2]
- Code of Conduct [Annexure-3]

This appointment is subject to you being medically fit to perform your role effectively. It is also based on the verification of information and documents submitted (electronically or hardcopy), including but not limited to Authorization / Undertaking / Declaration Form.

Please note that you are required to keep the salary & other perquisites / benefits offered to you strictly confidential and not share information regarding the same with anyone.

Congratulations on your appointment. We wish you a successful association with IDFC FIRST Bharat Limited.

Thank You,

For **IDFC FIRST Bharat Limited**



Satyaprasad Aripirala
Head - Human Resources

I, **Abhishek Manohar Patil**, Son/Daughter of **Manohar**, do hereby accept the above and confirm / certify the following:

1. Date of Joining the Company: **18-Dec-2023**
2. PAN number: **ECXPP1399N**

Signature

Authenticated by:

Signature:

Date:

Name:

Employee ID:

Annexure:1

COMPENSATION DETAILS

Employee Name	Abhishek Manohar Patil
Grade	Officer
Department Name	BUSINESS
Location	Jalgaon-Ganesh_Colony Branch

Components	Per Month (in Rs.)	Per Annum (in Rs.)
Basic	8692.00	104304.00
House Rent Allowance	4346.00	52152.00
Special Allowance	527.00	6324.00
Guaranteed cash	13565.00	162780.00
Statutory Bonus	2713.00	32556.00
Employer's PF	1106.00	13272.00
Total Fixed Pay	17384.00	208608.00

Monthly net take home (in Rs.)	
Guaranteed Cash	13565.00
Statutory Bonus	2713.00
Employee's contribution to Provident Fund	1106.00
Net take home before tax (in Rs.)	15172.00

Note:

- In addition to TFP, Insurance premium is paid by the company towards employee's life, accident & medical insurance. This is a notional premium amount & is not paid in cash to the employee.
- Provident Fund contributions shall be made by the Company to the fund.
- ESI contributions shall be made by the Company to ESIC for applicable employees.
- Gratuity will be applicable as per the Payment of Gratuity Act.
- The notice-pay reimbursed, joining bonus, relocation expenses and any other amounts, if any, paid, at the time of joining would be recovered in full, in case of your resignation/separation (whichever is earlier) within twelve months from the date of joining.



Satyaprasad Aripirala
Head - Human Resources



Correct offer letter - Anuroop Wiwaha Pvt. Ltd. Inbox



hr . 10/12/2023

to me ▾



Dear Shubhangi Bade,

Kindly ignore my earlier email

Congratulations & Welcome to **Anuroop Wiwaha Private Limited – Pune (Karve road Head office).**

Further to our discussion, we are pleased to offer you the position of **Event coordinator**. Your joining date would be **25th December 2023**, and the time will be **10.30 am to 7.00 p.m.**

Your Gross Salary will be Rs.15,000/- per month.

Please feel free to get in touch with us if you have any queries.

Please bring the following documents on Joining to complete the onboarding Process:

- 1 Passport size photograph
- Copy of PAN card
- Copies of educational and additional qualification certificates & mark sheets
- Last three month's pay slip or 3-6 month salary account statement (if applicable)



99+



>
accenture



Harshal Jadhav

11772821



Date : 10-Apr-2023

Mr. Kunal Khare
sarve n.s 16 indravasahat n.d.a
road. Behaind police chowki.
Uttam Nagar, Ahire, Pune
Maharashtra,

Dear Mr. Kunal,

This is in reference to your application and subsequent interview you had with us, for the position of “**Facility Executive (Softskills)**” in our organization to be based at **Pune**.

We are pleased to give the offer of employment for the above position as discussed and agreed during the interview and as per that your Monthly CTC will be **Rs. 28000.00/- (Twenty Eight Thousand)**.

Your Cost to Company (salary annexure) will be structured in accordance with the Organization’s policy, inclusive of the provident fund, allowances and statutory benefits. Your employment will be governed by the rules, regulations and policies of the organization.

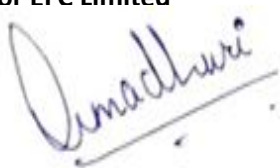
You are requested to submit following documents on or before Date of Joining.

- Latest Passport size two photographs
- Experience Certificates of your Previous Jobs
- Domicile Certificates (If Applicable)
- Relieving Letter and Experience Certificate from your present employer
- Last 3 months Salary Slips /Certificate showing monthly salary annual benefits from the present employer
- Bank Statement of last six months
- PAN Card photo copy
- Aadhar Card photo copy

You shall join the services of the company on or before **10-May-2023**. A formal Appointment Letter will be issued to you. Please note that your official appointment is subject to verification of your references and background verifications.

If you fail to join your duties as above or if we do not receive confirmation of accepting this offer on duplicate copy within three days from the receipt of the same, this offer letter stand automatically cancelled & withdrawn.

Yours Truly,
For EFC Limited

A handwritten signature in blue ink, appearing to read 'Madhuri', with a horizontal line underneath.

Madhuri Khinvasara
HR Manager

I have read and understand the terms and conditions and accept them fully.

Mr. Kunal Khare

**Annexure of Offer Letter dated 10-Apr-2023
Of
Mr. Kunal Khare**

Salary Heads	Monthly Value (INR)	Yearly Value (INR)
Basic	12674.00	152088.00
H.R.A.	5070.00	60840.00
Conveyance Allowance	1600.00	19200.00
Special Allowance	6003.00	72036.00
Total Gross (A)	25347.00	304164.00
Gratuity*	853.00	10236.00
Other CTC Earning (B)	853.00	10236.00
P.F. Co. Contribution	1800.00	21600.00
Total Employer's Contribution (C)	1800.00	21600.00
Total CTC (A+B+C)	28000.00	336000.00
Employee PF Contribution @12%	1800.00	
Professional Tax	200.00	
Total Employee's Deductions (E)	2000.00	
Estimated Monthly Net (A - E)	23347.00	

- Above Salary Annexure are subject to Income Tax and other statutory deductions.
- Gratuity is payable as per Payment of Gratuity Act.
- We are in process of finalizing the Mediclaim policy for all our employees thus your take home salary will reduce once we incorporate you in Mediclaim policy. However your CTC will remain the same.
- You will be on probation for a period of 6 months.
- While on probation either side may terminate the appointment contract by giving 15 days' notice; after confirmation of service either side may terminate the appointment contract by giving 30 days' notice.

For EFC Limited




Madhuri Khinvasara
HR Manager

I have read and understood the terms and conditions and accept them fully.

Mr. Kunal Khare

SINHGAD TECHNICAL EDUCATION SOCIETY

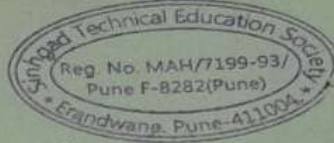
(Regd.No.MAH/7199-93/Pune, Off.6-7-93 & F-8282/Pune dt.12-8-93)
44/1, Vadgaon (Budruk) Off Sinhgad Road, Pune - 411 041

Order of Appointment

STES/2022-2023/1935

Date : 07.10.2022

Mrs. Suvarna Revannath Jadhav
Flat No. 105 (1BHK), Sinhgad Staff Quarters,
Ambegaon (Bk.), Pune - 411046
MOBILE: - 7218781922 / 9405716840

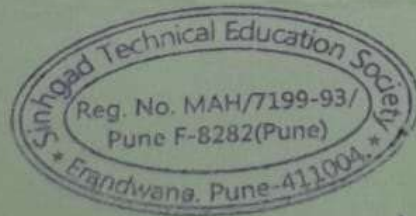


Sir / Madam,

With reference to your application dated 27.09.2022 and subsequent interview on 06.10.2022 before the Undersigned, for the post of Accounts Clerk the undersigned is pleased to inform you that you are hereby appointed as Accounts Clerk in Sinhgad Spring Dale School, Ambegaon (Bk), Pune - 411041 w.e.f. 17.10.2022.

- i) You will be paid pay in pay band of ₹ 6460/- + 2000/- (GP) per month in the pay band of ₹ 5200-20,200/- plus Admissible allowances as per STES rules.
- ii) You will be **paid consolidated salary ₹ N.A.**
- iii) You should submit the originals as well as the true copies of passing certificates, marksheets, experience certificate, discharge / relieving certificate, Last Pay Certificate and proof of your date of birth before joining.
 - a) Your appointment is on temporary basis period for One year.
 - b) Your appointment is for the period 17.10.2022 to 16.10.2023.
 - c) Your services will be governed by the rules & regulations of the University, State Government and Sinhgad Technical Education Society.
 - d) In case of resignation, you will have to give notice of three months or basic pay (pay in pay band + Grade Pay) of three months in lieu of notice period.
 - e) Your services are transferable to any other Institution/Department/Office of Sinhgad Technical Education Society.
 - f) You are not permitted to undertake any other employment (part / full time).
 - g) You will not divulge any information pertaining to this Society to anyone.
 - h) You will have to undergo at your own expenses, medical examination, by the Medical Officer of STE Society, Pune or by the Civil Surgeon of the place of your duty within three months of the appointment. The appointment will be provisional, pending production of medical certificate, that you are free from any contagious disease and that you are physically fit for employment on the staff of the STE Society's Institution.
 - i) In case you are found irregular and negligent in your duties, your appointment may be terminated without any notice.
 - j) If you are involved in activities contradictory to law, your appointment may be terminated without any notice.
 - k) Your services are considered as Essential Services for which the rules of leave, weekly off, vacation and other related holidays etc. will be different than the regular staff. A separate circular to that effect issued by this office will be automatically applicable to you.

Yours faithfully,



Rachana M. Navale
Vice-President
President / Vice President

Sinhgad Technical Education Society
Pune 411 041

*Sinhgad
Pune
17/10/2022*

Copies to:

1. Founder Secretary, STE Society, Karve Road, Pune 411 004
2. Principal, Sinhgad Spring Dale School, Ambegaon (Bk), Pune - 411041
3. Campus Director, Sinhgad Technical Education Society, Ambegaon (Bk.), Pune - 411 041
4. Personal File.

Contact

www.linkedin.com/in/kalpita-patil-81854118b (LinkedIn)

Top Skills

Real-time Monitoring

Fault Management

Embedded C

Kalpita Patil

Manager - Mobility RAN INM at Vodafone Idea Ltd

Pune, Maharashtra, India

Summary

I am working at Vodafone idea Ltd. My job role is manager at INM Mobility, where my day-to-day work is to handle the SNOC (Super Network Operations Centre) INM operations. Performed real-time monitoring of network components to maintain a stable network. Experienced in the design, configuration, and telecom systems, hardware, and software applications. Provide support, including procedural documentation & relevant reports. Prioritize and manage many open cases at one time. Troubleshooting system and network problems, diagnosing and solving hardware or software faults. Mentored new hires.

Currently, I have completed my Masters in Human resource management and Business Analyst Specialization. I am responsible for telecom Operations and Human resources management.

Looking forward to build a career with an organization where i can enhance my skills further which in turn helps me develop my potential for the development of the organization. And also gain good experience and knowledge in engineering field. Looking forward to enhance my knowledge and be a part of team that dynamically works towards success and growth of organization

Experience

Vodafone Idea Limited

3 years 8 months

Manager - Mobility RAN INM at Vodafone Idea

January 2022 - Present (2 years 3 months)

Pune, Maharashtra, India

Graduate Engineering Trainee

August 2020 - Present (3 years 8 months)

Pune, Maharashtra, India

Education

Savitribai Phule Pune University

Master of Business Administration - MBA, Human Resources Management
and Services · (June 2021 - June 2023)

Sinhgad College of Engineering

Bachelor of Engineering - BE, Electronics and
telecommunication · (2017 - 2020)



Ceasefire Industries Pvt. Ltd.

To ,

Tejas Vishnu Aswar,

Pune

Contact no.- 9845268712

Date- 17 June 2023

Dear Tejas,

With reference to your interview, we are pleased to offer you the post of Management Trainee at our organization.

Your joining date is confirmed at 21/07/2023 as per the following terms and conditions.

1. You are entitled to a CTC of 500000 p.a INR: Fixed salary: 350000 p.a
2. You agree to comply with terms and conditions of Appointment.
3. You agree to submit with us a signed copy of mark sheet, Aadhar card, Pancard.

This is a full time position.

We look forward to a mutually rewarding professional relationship with you.

For **CeaseFire**

Amit Mehta.

Appointment Letter**Personal & Confidential**
Date- 22-07-2023**Name-** Rohit Sampat Auti
Location- Vadgaon pune
Tentative Date of joining- 25-07-2023

Dear Rohit,

Further to the interview & discussion you had with us, we are pleased to offer you as Retail Agri-Rural Portfolio Officer, in KGC - Retail Agri at Vadgaon, Vadgaon on the following terms and conditions:

Grade : S1

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic - A	128395	10700
HRA - B	64198	5350
Gross Salary	192593	16049
Employer Provident Fund	15407	
Total Fixed Cost to Company	208000	17333

*Gross Salary is Sum of Basic & HRA components (A+B)

*Employee contribution to PF will be debited from Gross Salary

Provident Fund:

You will be covered under the Bank's Provident Fund Rules and the Employees contribution towards the same, will be deducted from your monthly salary.

Tax Clause:

The monthly compensation payable to you will be subject to withholding of applicable income tax, professional tax and other statutory deductions (as applicable) from time to time.

The details of your remuneration and benefits are given in Annexure - A.

1. Probationary Period:

1.1 You will be on probation for a period of six months or such extended period as may be decided by the Bank based on your performance during the probation period.

1.2 On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

2. Notice Period:

2.1 In case you decide to leave the Banks services after confirmation, you will be required to give thirty days notice. The bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay the Bank the salary for the notice period so reduced/waived off. Bank, after confirmation at its discretion can decide to relieve you by giving months notice or Salary in lieu of notice.

2.2 In case you decide to leave the Banks services during probation period, you will be required to give fifteen days notice. The bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the salary in lieu of the notice period so reduced/waived off. Bank, during your probation, at its discretion can decide to relieve you by giving fifteen days notice or Salary in lieu of notice.

3. Job description:

Your duties and responsibilities will be explained to you on your joining the bank. However, you shall execute and perform all such duties that may be assigned to you by the Bank from time to time and the Bank reserves its right to change these at its discretion.

4. Location & Transfer:

Your initial place of posting will be Shirur. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

5. Secrecy:

It is a condition of your employment that you will not, for whatever reason, divulge without an express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your employment with the Bank.

6. Alternative Employment:

During the course of your employment with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

7. Termination of employment:

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/ Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination, suppression of facts, falsification of documents or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

8. Conditions Precedent:

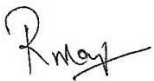
- a) Bank reserves the right to seek references from your current / previous employer (s), at any stage, subsequent to your acceptance of this offer letter.
- b) The self-declaration given by you in respect of your medical fitness is in order.

- c) The Bank receiving attested copies of all your degrees and professional qualifications certificates, if any.
- d) Your successful completion of Graduate/Post Graduate/Professional course which is currently ongoing or the results are awaited and basis which you have been interviewed and offered and submission of pass certificate within one month of publication of result.(If applicable)
- e) The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.
- f) This Offer has been extended to you basis your representation, information and details provided by you during the interview and subsequent to your submitting of your personal information, requisite details, documents, educational qualification and work experience certificates, etc. uploaded by you on HDFC Bank Career Site/ E-Rec portal for seeking an employment with HDFC Bank. By accepting this Offer, you confirm that all the details filled in and the documents uploaded on HDFC Bank Career Site/ E-Rec portal are true and correct. In case any discrepancy is found in the information and details provided by you at any stage of your association with HDFC Bank, HDFC Bank reserves its right to take appropriate action against you at Bank's discretion

Please note that you have an option to reject or accept this offer. If you are agreeable to the above mentioned terms and conditions, please accept the offer online by clicking "Accept" tab/button in the portal/system by using your login ID and password within above mentioned date of uploading this Offer in the portal/system. In case no acceptance is received by us within above mentioned period, we presume that you have no interest to proceed further and accordingly the Offer Letter shall be deemed to be withdrawn.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

Yours truly,



R Nagarajan

For HDFC Bank Limited
HR Lead HR Shared Services

This appointment letter is a system generated letter with electronic signature of HDFC Bank Ltd.'s authorized signatory and hence no Appointment Letter with wet signature is provided additionally.

Remuneration:

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic - A	128395	10700
HRA - B	64198	5350
Gross Salary	192593	16049
Employer Provident Fund	15407	
Total Fixed Cost to Company	208000	17333

Incentives:

You will be eligible for monthly Performance Linked Incentive Pay, as per the policy of the Bank.

Benefits:

- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and /or, as per Bank policy
- Total Medclaim cover of Rs.2,00,000/- for self and spouse (Parents and Children not covered).

I read & understand the Annexure – A

Signature of Applicant

Name– Rohit Sampat Auti

Important Note on Grooming Standards

As employees of HDFC Bank, we, in our interactions with customers, clients, vendors and business associates, are the face of the Bank. It is therefore imperative that each of us applies a certain amount of prudence in the choice of our attire and grooming standards. **Office attire should be smart and appropriate for conducting business on behalf of the Bank at all times.**

Grooming standards for Men

Hair- Should be conservative, well maintained and cut short. Moustaches / beards neatly trimmed or face clean shaven - daily maintenance mandatory. After-shave (optional)

Attire- Formal wear: Trousers must be in dark to medium colour tones (black, brown, navy blue, gray or beige) Shirts should be with full-length sleeves and worn with a tie (mandatory). If the occasion so demands (formal function / business call to an important Corporate / Client etc.) a blazer or suit appropriately chosen for the weather should be worn. Saturdays: Smart casuals are acceptable, Semi formal trousers, Denim trousers, Collared T-shirts, Semi-formal shirts, Shirts with checks

Footwear- Leather laced shoes with socks and coordinated with the trousers and belt. Socks must be in basic colours (black, brown, dark blue, gray or beige), coordinated with the trousers and calf length. Only on Saturdays, semi formal shoes in leather, calf leather or suede.

Others- Neatly cut short nails, No ornaments except for obligatory ring or kada.

Grooming standards for Women

Hair- Should be simple and clean, neatly combed at all times. Long hair may be tied in a bun or a plait Indian formal wear: Indian saris, Salwar suits.

Western formal wear: Suits in basic colours. Preferably in black, dark brown, navy blue, beige or very light shades

Attire- Formal shirts with formal trousers or skirts. Saturdays: Smart casuals are acceptable, Full length denim trousers, Skirts, Kurtis, Semi formal blouses and tops

Footwear- Leather sandals or sandals of similar material, Closed shoes, Shoes must be well coordinated with clothes.

Others- Neatly cut nails, Simple elegant ornaments, Basic daywear makeup along with perfume/deodorant

FIXED TERM CONTRACT OF EMPLOYMENT

Dear **Ishwar Ashok Bahirat**,

We are pleased to offer you employment in our organization as **ECA**, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid from **14 Aug 2023 to 14 Aug 2024** Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co-terminus with the aforementioned Project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein
3. During the period of the fixed contract, your services could be deputed at the sole discretion of the Management to any of our client's company to do work pertaining to or incidental to the clients business
4. Details of your salary break up with components are as per the enclosure.
5. You will be eligible for leave as per the company policy, during the period of your contract of employment.
6. You will be entitled to all statutory benefits wherever applicable during the fixed period of contract.
- 7. The contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.**

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy, and growth among all members of the CIEL HR family. As a new entrant, we would like you to wholeheartedly contribute to this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return it to us.

With warm regards,

Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

DEPUTATION

Dear **Ishwar Ashok Bahirat**,

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to Asian Paints with effect from **16 Sep 2021**. The terms and conditions of your deputation will be as follows:

1. You will, with effect from **20 Aug 2023**, be required to work at our client's office/premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of CIEL HR.
3. In the day to day functioning or responsibilities, you will receive instructions from Asian Paints and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by Asian Paints.
5. You shall be bound to follow the working hours of Asian Paints.
6. You shall take care not to disclose confidential information/trade secrets, etc that you may come across in the course of your responsibilities to anyone outside our client and use such information only in connection with the service provided to Asian Paints.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our client. This arrangement is purely a contractual agreement between CIEL HR and Asian Paints for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of Asian Paints or outside, and if you were at any indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of Asian Paints entrusted to you in the due discharge of your duties and shall indemnify Asian Paints when there is a loss of any kind to the said property.
10. On termination of services or resignation, you shall return all intellectual property, confidential & proprietary information, including but not limited to any visiting cards, textual, visual and audio visual content, brand logos / identity, trademarks, pictures, website images, pamphlets, brand books and related electronic files, etc. of the company and / or its clients (collectively referred to as "Client Material") in your custody or control. Please be advised that appropriate legal action may be initiated against you, for any failure to return such Client Material or in case of any misuse or misrepresentation of the same and in case of any breach with respect of this clause.
11. The Company incurs considerable recruitment & onboarding costs and in case If you leave the company without serving at least 20% of your project tenure , then you are liable to pay 10% of the project CTC payable to you, to the company, as liquidated damages. The full and final settlement will be done only after the adjustment of this amount.

All the other terms and conditions of your employment remain unchanged.

Please sign the duplicate copy of this letter as a token of having read and acknowledged the contents and return it to us.

With warm regards,
Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

Name	Ishwar Ashok Bahirat	Location	Pune•Baramati
Designation	ECA	Employee Code	
Father Name	Ashok Bahirat.	DOB	17 Aug 1997
Period Of Employment	14 Aug 2023 to 14 Aug 2024		

Salary	Monthly CTC	Annual CTC
Basic	15000	180000
House Rent Allowance	6700	80400
Gross Earning	21700	260400
Employer PF	1800	21600
CTC	23500	282000
PF	1800	21600
Gross Deduction	1800	21600
Net Pay	19900	238800

Professional Tax (PT)deduction as per respective state government norms & Incometax (IT) deduction as per the norms of Incometax department.The statutory payments & deductions as and when applicable.

With warm regards,

Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIALDate: **Sept 26, 2023**

Ruchita Shriniwas Bttul
Omsai Apprt, Wakadewadi
Pune Maharashtra,

Subject: Offer Letter**Dear Ruchita ,**

In reference to your application and subsequent discussions, we are pleased to offer you the position of Senior Relationship Manager - Emerging Banca, Institutional Business in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

- 1.** You shall be based at **Pune-1** .
- 2.** You will report to **Sagar Pavin kute**
- 3.** The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by Aug 12, 2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest. **For Bajaj**

Allianz Life Insurance Company Ltd.
Authorized Signatory

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789 Toll Free
 no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
 CIN: U66010PN2001PLC015959



Bajaj Allianz Life Insurance Co. Ltd.

ANNEXURE A: CTC Break Up**COMPENSATION BREAK UP SHEET**Date: **Sept 26,2023**

Name:	Ruchita Shriniwas Battul		
Department:	Emerging Banca		
Designation:	Executive		
Band:	GB2 A		
Location Code:	Pune-1	Location: Pune-1	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,000.00	96,000.00
2	Minimum HRA	4,000.00	48,000.00
3	Statutory Bonus	1,600.00	19,200.00
4	Flexible Benefits	10,882.00	130,584.00
	Sub Total (A)	24,482.00	293,784.00
5	Company's Provident fund contribution	1,800.00	21,600.00
6	Gratuity as per the Act	385.00	4,620.00
7	E.S.I.C	0.00	0.00
	Sub Total (B)	2,185.00	26,220.00
	Total Fixed	26,667.00	320,004.00

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Mediciclaim policy. The company shall subsidize the annual premium to a limit of INR. 5,000 per annum. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789 Toll Free
no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company

8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789 Toll Free no.: 1800 209 7272 | Email: customercare@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959



Date: 17 Aug 2023

Name: Mansi Bele,

Address: Muktai Garden

Dhayari Pune

Maharashtra- 411043

Subject: Employment Offer

Dear Ms.. Mansi,

We are delighted to make you an offer with our organization for the position of **Associate.**

- The position will be based in Pune. However, the Company reserves the right to transfer you to another department, division, business entity or location at any time during the course of your employment
- The work schedule is for a duration of 8.5 hours (including break/s) on every business day and a five-day working week
- You will be on probation for a period of six months from the date of joining and confirmation on successful completion will be intimated to you in writing
 - As discussed and agreed with you, your annual cost-to-company (CTC) would be **Rs. Two Lakh Sixty-Two Thousand One Hundred and Sixty Four Only.** The break-up of your compensation is provided in *Annexure 2*. You will be eligible to participate in the Company's variable pay program subject to meeting performance criteria. The bonus amount payable to you would be dependent on the company's performance and your individual performance. The details of the variable pay program will be available on the intranet.
- A detailed appointment letter, containing the details on the terms of employment and salary break-up will be provided to you on your date of joining
- As discussed with you, your date of joining will be **21 Aug 2023.** This offer of employment will lapse in case you are unable to join on the above mentioned date.



- This offer is valid, subject to:
 - All information provided by you, during your discussions with our company representatives being accurate.
 - Satisfactory reference checks.
 - Satisfactory medical examination (based on a medical certificate issued by one of our empanelled Medical Centre/Hospital, certifying your employability). Details pertaining to the Medical Centre/Hospital will be conveyed to you within a week of your receiving this offer.
 - The successful completion of your post-graduation with an aggregate of not less than 50%.
- After receiving your acceptance of this offer, the Company reserves the right to communicate with your past or existing employer to confirm your availability to join as agreed and to conduct professional references and background verification
- On your date of joining, we would expect you to complete the necessary joining formalities and submit documents listed in the *Annexure 1*
- The terms discussed in this offer and subsequent revisions are confidential in nature and should not be disclosed

We look forward to have you join us and wish you a long and successful career with METRO Global Business Services Pvt. Ltd”.

Please sign and return the duplicate copy of this letter, as a confirmation of your acceptance.

I have read, understood and agree with the terms and conditions outlined above and I accept employment with “METRO Global Business Services Pvt. Ltd”.

Signature

Date



Annexure 1

List of Documents

You would be required to submit photocopies of the following documents, as may be applicable to you, to the company at the time of joining. Please also bring the original copies of your certificates and testimonials for verification.

1. Permanent Account No. (PAN)
2. SSC / HSC certificates with mark-sheets
3. Graduation / post-graduation degree / diploma with mark-sheets
4. Professional degree / diploma with mark-sheets
5. Proof of identity (ration card/ passport/ driving license/ PAN card)
6. Current address proof (electricity or telephone bill/ lease agreement / bank statement)
7. Appointment letter for last two employments
8. Relieving letter for last two employments
9. Salary slip for last three months
10. Three passport size colored photographs

On joining you will also be required to furnish the following:

1. Family dependent details
2. PF number from previous employer
3. Any other relevant information that may be required



Annexure 2

Compensation Structure

Mansi Bele

Components	Annual
Basic	84,000
HRA	29,400
Special Allowance	68,184
Fixed bonus	30,168
Total Fixed Compensation	2,11,752
Variable Compensation / Incentive (average performance)	21,175
Gratuity Provision	4,040
Employer's contribution to PF	18,315
Contribution to ESIC	6,882
Total CTC	2,62,164

Note:-** INR 24,000 per annum Transport Allowance over and above the above CTC (Applicable only to employees not availing company transport facility.)

FIXED TERM CONTRACT OF EMPLOYMENT

Dear **Somesh Maruti bhingare**,

We are pleased to offer you employment in our organization as **ECA**, for a fixed period of employment, on the following terms and conditions:

1. Your contract of employment shall be valid from **14 Aug 2023 to 14 Aug 2024** Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co-terminus with the aforementioned Project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein
3. During the period of the fixed contract, your services could be deputed at the sole discretion of the Management to any of our client's company to do work pertaining to or incidental to the clients business
4. Details of your salary break up with components are as per the enclosure.
5. You will be eligible for leave as per the company policy, during the period of your contract of employment.
6. You will be entitled to all statutory benefits wherever applicable during the fixed period of contract.
- 7. The contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.**

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy, and growth among all members of the CIEL HR family. As a new entrant, we would like you to wholeheartedly contribute to this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return it to us.

With warm regards,

Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above-mentioned terms and conditions

Signature:

Date:

DEPUTATION

Dear **Ishwar Ashok Bahirat**,

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to Asian Paints with effect from **16 Sep 2021**. The terms and conditions of your deputation will be as follows:

1. You will, with effect from **20 Aug 2023**, be required to work at our client's office/premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of CIEL HR.
3. In the day to day functioning or responsibilities, you will receive instructions from Asian Paints and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by Asian Paints.
5. You shall be bound to follow the working hours of Asian Paints.
6. You shall take care not to disclose confidential information/trade secrets, etc that you may come across in the course of your responsibilities to anyone outside our client and use such information only in connection with the service provided to Asian Paints.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our client. This arrangement is purely a contractual agreement between CIEL HR and Asian Paints for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of Asian Paints or outside, and if you were at any indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of Asian Paints entrusted to you in the due discharge of your duties and shall indemnify Asian Paints when there is a loss of any kind to the said property.
10. On termination of services or resignation, you shall return all intellectual property, confidential & proprietary information, including but not limited to any visiting cards, textual, visual and audio visual content, brand logos / identity, trademarks, pictures, website images, pamphlets, brand books and related electronic files, etc. of the company and / or its clients (collectively referred to as "Client Material") in your custody or control. Please be advised that appropriate legal action may be initiated against you, for any failure to return such Client Material or in case of any misuse or misrepresentation of the same and in case of any breach with respect of this clause.
11. The Company incurs considerable recruitment & onboarding costs and in case If you leave the company without serving at least 20% of your project tenure , then you are liable to pay 10% of the project CTC payable to you, to the company, as liquidated damages. The full and final settlement will be done only after the adjustment of this amount.

All the other terms and conditions of your employment remain unchanged.

Please sign the duplicate copy of this letter as a token of having read and acknowledged the contents and return it to us.

With warm regards,
Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

Name	Somesh Maruti Bhingare	Location	Pune•Baramati
Designation	ECA	Employee Code	
Father Name	Maruti Bhingare.	DOB	23 Sep 1997
Period Of Employment	14 Aug 2023 to 14 Aug 2024		

Salary	Monthly CTC	Annual CTC
Basic	15000	180000
House Rent Allowance	6700	80400
Gross Earning	21700	260400
Employer PF	1800	21600
CTC	23500	282000
PF	1800	21600
Gross Deduction	1800	21600
Net Pay	19900	238800

Professional Tax (PT)deduction as per respective state government norms & Incometax (IT) deduction as per the norms of Incometax department.The statutory payments & deductions as and when applicable.

With warm regards,

Yours truly,
For CIEL HR Services Pvt Ltd.



Aditya Narayan Mishra
CEO

I hereby accept the above•mentioned terms and conditions

Signature:

Date:

LIFE GOALS. **DONE.**

Bajaj Allianz Life Insurance Co. Ltd.

STRICTLY PRIVATE & CONFIDENTIALDate: **August 12, 2023**

Minal Prakash Chaudhari
Shivtirth nagar
Satara Maharashtra,

Subject: Offer Letter

Dear Minal ,

In reference to your application and subsequent discussions, we are pleased to offer you the position of Senior Relationship Manager - Emerging Banca, Institutional Business in Band GB2 A at Bajaj Allianz Life Insurance Company Limited (BALIC). .

1. You shall be based at **Pune-1** .
2. You will report to **Sagar Pavin kute**
3. The proposed compensation details are attached in "Annexure A"

We would request your confirmation and acceptance within 48 hours through email or by returning us a signed copy of this letter. Please send us a copy of your resignation letter duly accepted by your organization (if applicable). This letter is not to be construed as your appointment letter, which will be issued separately upon your joining

We would expect you to join latest by Aug 12, 2023. In the event of your not being able to join on or before the latest date mentioned, please intimate, failing which this offer will be deemed void. The Company, may, at its sole discretion, extend the period in writing

The offer of employment may be withdrawn /modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by BALIC as being suppressed by you.

You are required to submit acceptance email of the offer along with the below mentioned documents at least 48 hours prior to your date of joining.

- Copy of relieving letters of last to last company (In case you have spent less than 6 years in your current company).
- Copy of resignation acceptance / relieving letter of current company.

Thanks again for your interest in being employed with BALIC and we look forward to you joining our organization at the earliest.

For Bajaj Allianz Life Insurance Company Ltd.

Authorized Signatory

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
 Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
 CIN: U66010PN2001PLC015959

ANNEXURE A: CTC Break Up**COMPENSATION BREAK UP SHEET**Date: **Aug 12,2023**

Name:	Minal Prakash Chaudhari		
Department:	Emerging Banca		
Designation:	Executive		
Band:	GB2 A		
Location Code:	Pune-1	Location: Pune-1	
S. No.	Components	Rs. Per Month	Rs. Per Annum
1	Fixed Basic	8,000.00	96,000.00
2	Minimum HRA	4,000.00	48,000.00
3	Statutory Bonus	1,600.00	19,200.00
4	Flexible Benefits	10,882.00	130,584.00
	Sub Total (A)	24,482.00	293,784.00
5	Company's Provident fund contribution	1,800.00	21,600.00
6	Gratuity as per the Act	385.00	4,620.00
7	E.S.I.C	0.00	0.00
	Sub Total (B)	2,185.00	26,220.00
	Total Fixed	26,667.00	320,004.00

Other Benefits:

1. Group Term Life Insurance: You will be covered by a life insurance cover, for a sum assured as per company policy. This cover remains only as long as you remain in the service of the Company as per company policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC. In addition to this, in case of accidental death the legal heir / nominee would be entitled to an additional death benefit.
2. Group Personal Accident: Under this policy, employees are covered for disability arising out of accidents. It compensates for the employee's loss of pay due to the disability. Death is not covered under this policy. The premium for this sum assured shall be paid by the company directly to the insurance company and this is not a part of your CTC.
3. You will be covered under the company group Medclaim policy. The company shall subsidize the annual premium to a limit of INR. 5,000 per annum. The balance amount, if any, shall be borne by you and recovered from your salary.
4. Gratuity Benefit will be provided as per the provisions Payment of Gratuity Act, 1972.
5. Provident fund will be provided as per the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959

LIFE GOALS. DONE.



Bajaj Allianz Life Insurance Co. Ltd.

6. In the event there is any enhancement in the total emoluments to be paid to you on account of change in any statute (Central Government or State Government) or notification, then the said enhanced payment will be adjusted from the total CTC payable to you as shown hereinabove. In such a case the company will have the right to restructure your emoluments within the specific CTC.

7. All future ex-gratia Variable pay/ Performance pay would include prospective/retrospectively increased or additional Statutory payments liable*to be paid by the Company because of changes in statutes. Also the Company reserves the right to adjust/ recover such increased/ additional statutory payments from the Cost to Company (CTC). Further the Company will not be liable to pay any amount over and above CTC which includes all statutory payments applicable. Company reserves right to change your salary structure at any time by treating this as required notice, if any, under any Law & without any separate/further notice/ intimation. This is basis the fact that the CTC as mentioned in the offer letter is inclusive of all liability/ compensation obligations of the Company [whether towards statutory payments as well as towards Basic pay and other components of pay] unless specified otherwise in writing by the Company

8. If your employment is terminated by you for any reason prior to completion of 12 months of services, then you will pay back to the Company the entire joining expense incurred by the Company.

301720/173517/Akshay Pundlik Suryawanshi/20250

Bajaj Allianz Life Insurance Company Limited

Regd. Office Address: Bajaj Allianz House, Airport Road, Yerawada, Pune - 411006 | Tel: +91-20-66026777 | Fax: +91-20-66026789
Toll Free no.: 1800 209 7272 | Email: customer@bajajallianz.co.in | Website: www.bajajallianzlife.com
CIN: U66010PN2001PLC015959



Ceasefire Industries Pvt. Ltd.

To ,

Rucha Dnyanoba Dhumal,

Pune

Contact no.- 9860324589

Date- 17 June 2023

Dear Rucha,

With reference to your interview, we are pleased to offer you the post of Management Trainee at our organization.

Your joining date is confirmed at 21/07/2023 as per the following terms and conditions.

1. You are entitled to a CTC of 500000 p.a INR: Fixed salary: 350000 p.a
2. You agree to comply with terms and conditions of Appointment.
3. You agree to submit with us a signed copy of mark sheet, Aadhar card, Pancard.

This is a full time position.

We look forward to a mutually rewarding professional relationship with you.

For **CeaseFire**

Amit Mehta.



Ceasefire Industries Pvt. Ltd.

To ,

Trunali Ganesh Kale.

Pune

Contact no.- 8086247569

Date- 17 June 2023

Dear Trunali,

With reference to your interview, we are pleased to offer you the post of Management Trainee at our organization.

Your joining date is confirmed at 21/07/2023 as per the following terms and conditions.

1. You are entitled to a CTC of 500000 p.a INR: Fixed salary: 350000 p.a
2. You agree to comply with terms and conditions of Appointment.
3. You agree to submit with us a signed copy of mark sheet, Aadhar card, Pancard.

This is a full time position.

We look forward to a mutually rewarding professional relationship with you.

For **CeaseFire**

Amit Mehta.

Appointment Letter**Personal & Confidential**

Date- 22-07-2023

Name- Monal Dilipsing Dongarjal**Location-** Katraj pune**Tentative Date of joining-** 25-07-2023

Dear Monal

Further to the interview & discussion you had with us, we are pleased to offer you as Retail Agri-Rural Portfolio Officer, in KGC - Retail Agri at Katraj, Katraj on the following terms and conditions:

Grade : S1

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic - A	128395	10700
HRA - B	64198	5350
Gross Salary	192593	16049
Employer Provident Fund	15407	
Total Fixed Cost to Company	208000	17333

*Gross Salary is Sum of Basic & HRA components (A+B)

*Employee contribution to PF will be debited from Gross Salary

Provident Fund:

You will be covered under the Bank's Provident Fund Rules and the Employees contribution towards the same, will be deducted from your monthly salary.

Tax Clause:

The monthly compensation payable to you will be subject to withholding of applicable income tax, professional tax and other statutory deductions (as applicable) from time to time.

The details of your remuneration and benefits are given in Annexure - A.

1. Probationary Period:

1.1 You will be on probation for a period of six months or such extended period as may be decided by the Bank based on your performance during the probation period.

1.2 On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

2. Notice Period:

2.1 In case you decide to leave the Banks services after confirmation, you will be required to give thirty days notice. The bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay the Bank the salary for the notice period so reduced/waived off. Bank, after confirmation at its discretion can decide to relieve you by giving months notice or Salary in lieu of notice.

2.2 In case you decide to leave the Banks services during probation period, you will be required to give fifteen days notice. The bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the salary in lieu of the notice period so reduced/waived off. Bank, during your probation, at its discretion can decide to relieve you by giving fifteen days notice or Salary in lieu of notice.

3. Job description:

Your duties and responsibilities will be explained to you on your joining the bank. However, you shall execute and perform all such duties that may be assigned to you by the Bank from time to time and the Bank reserves its right to change these at its discretion.

4. Location & Transfer:

Your initial place of posting will be Shirur. However, the Bank reserves the right to transfer you to any other Office/Branch, Subsidiary or Associate Company of the Bank, in India, that is in existence or may come into existence at a future date.

5. Secrecy:

It is a condition of your employment that you will not, for whatever reason, divulge without an express written authority from the Management, any information relating to the Bank or any of its constituents or employees, as received by you in the course of your employment and after the cessation of your employment with the Bank.

6. Alternative Employment:

During the course of your employment with the Bank, you will not engage yourself directly or indirectly in any trade, business, occupation, employment, service or calling whether for remuneration or otherwise, without the prior written consent of the Bank. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

7. Termination of employment:

Notwithstanding anything contained in the above paragraphs, your services may be terminated by the Bank if you are found to be indulging in acts of Commission/ Omission which may be prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination, suppression of facts, falsification of documents or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

8. Conditions Precedent:

- a) Bank reserves the right to seek references from your current / previous employer (s), at any stage, subsequent to your acceptance of this offer letter.
- b) The self-declaration given by you in respect of your medical fitness is in order.

- c) The Bank receiving attested copies of all your degrees and professional qualifications certificates, if any.
- d) Your successful completion of Graduate/Post Graduate/Professional course which is currently ongoing or the results are awaited and basis which you have been interviewed and offered and submission of pass certificate within one month of publication of result.(If applicable)
- e) The terms and conditions set out in this letter of appointment constitute service conditions applicable to your employment in the Bank and with regard to any dispute arising thereof, the Mumbai Courts will have exclusive jurisdiction.
- f) This Offer has been extended to you basis your representation, information and details provided by you during the interview and subsequent to your submitting of your personal information, requisite details, documents, educational qualification and work experience certificates, etc. uploaded by you on HDFC Bank Career Site/ E-Rec portal for seeking an employment with HDFC Bank. By accepting this Offer, you confirm that all the details filled in and the documents uploaded on HDFC Bank Career Site/ E-Rec portal are true and correct. In case any discrepancy is found in the information and details provided by you at any stage of your association with HDFC Bank, HDFC Bank reserves its right to take appropriate action against you at Bank's discretion

Please note that you have an option to reject or accept this offer. If you are agreeable to the above mentioned terms and conditions, please accept the offer online by clicking "Accept" tab/button in the portal/system by using your login ID and password within above mentioned date of uploading this Offer in the portal/system. In case no acceptance is received by us within above mentioned period, we presume that you have no interest to proceed further and accordingly the Offer Letter shall be deemed to be withdrawn.

We welcome you to HDFC BANK and look forward to having a long and mutually beneficial association with you.

Yours truly,



R Nagarajan

For HDFC Bank Limited
HR Lead HR Shared Services

This appointment letter is a system generated letter with electronic signature of HDFC Bank Ltd.'s authorized signatory and hence no Appointment Letter with wet signature is provided additionally.

Remuneration:

SALARY COMPUTATION		
Components	Per Annum	Per Month
Basic - A	128395	10700
HRA - B	64198	5350
Gross Salary	192593	16049
Employer Provident Fund	15407	
Total Fixed Cost to Company	208000	17333

Incentives:

You will be eligible for monthly Performance Linked Incentive Pay, as per the policy of the Bank.

Benefits:

- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and /or, as per Bank policy
- Total Mediclaim cover of Rs.2,00,000/- for self and spouse (Parents and Children not covered).

I read & understand the Annexure – A

Signature of Applicant

Name– Monal Dilpsing Dongarjal

Important Note on Grooming Standards

As employees of HDFC Bank, we, in our interactions with customers, clients, vendors and business associates, are the face of the Bank. It is therefore imperative that each of us applies a certain amount of prudence in the choice of our attire and grooming standards. **Office attire should be smart and appropriate for conducting business on behalf of the Bank at all times.**

Grooming standards for Men

Hair- Should be conservative, well maintained and cut short. Moustaches / beards neatly trimmed or face clean shaven - daily maintenance mandatory. After-shave (optional)

Attire- Formal wear: Trousers must be in dark to medium colour tones (black, brown, navy blue, gray or beige) Shirts should be with full-length sleeves and worn with a tie (mandatory). If the occasion so demands (formal function / business call to an important Corporate / Client etc.) a blazer or suit appropriately chosen for the weather should be worn. Saturdays: Smart casuals are acceptable, Semi formal trousers, Denim trousers, Collared T-shirts, Semi-formal shirts, Shirts with checks

Footwear- Leather laced shoes with socks and coordinated with the trousers and belt. Socks must be in basic colours (black, brown, dark blue, gray or beige), coordinated with the trousers and calf length. Only on Saturdays, semi formal shoes in leather, calf leather or suede.

Others- Neatly cut short nails, No ornaments except for obligatory ring or kada.

Grooming standards for Women

Hair- Should be simple and clean, neatly combed at all times. Long hair may be tied in a bun or a plait Indian formal wear: Indian saris, Salwar suits.

Western formal wear: Suits in basic colours. Preferably in black, dark brown, navy blue, beige or very light shades

Attire- Formal shirts with formal trousers or skirts. Saturdays: Smart casuals are acceptable, Full length denim trousers, Skirts, Kurtis, Semi formal blouses and tops

Footwear- Leather sandals or sandals of similar material, Closed shoes, Shoes must be well coordinated with clothes.

Others- Neatly cut nails, Simple elegant ornaments, Basic daywear makeup along with perfume/deodorant

30-07-2023

Manoj Siddheshwar Ingole

At post bopardi, Satara

-415001

Dear **Manoj**,

Congratulations!

With reference to your application and subsequent discussions you have had with us, we are pleased to extend to you this offer of employment in Equitas Small Finance Bank Ltd. Upon acceptance of this offer and on your appointment with the bank, you shall be designated as **Business Development Officer** in Grade **EB01 - Officer - II** based at **Pune**. The break-up of the proposed Annual Cost to Company (CTC) is given in **Annexure 1**.

This CTC is subject to review on a periodic basis based on your and the bank's performance and other criteria as may be decided by the bank from time to time. You may be entitled to variable pay based on your role, your performance and overall performance of the bank. The same shall be communicated specifically in writing. Any such variable pay is subject to necessary approvals from the management of the bank. All payments made to you are subject to deduction of taxes and any other statutory deductions as may be applicable from time to time as per existing laws.

You shall be on probation for a period of 6 (six) months from the date of your employment. Your probation may be extended by a maximum period of 3 (three) months if your performance during the probation period is not satisfactory. During the probationary period, either you or the bank may terminate your employment by giving 90 (Ninety) days' notice in writing.

The Bank at its sole discretion may consider adjusting salary (notice pay) in lieu of notice period. Post completion of the probation period and based on satisfactory performance, you will be confirmed in the services of the bank. As a confirmed employee, either you or the bank may terminate your employment by giving 90 (ninety) days' notice in writing.

You shall devote your whole time and attention exclusively to the business and affairs of the bank and not engage either directly or indirectly in any business or activity in any capacity, either full time or part time, except with the specific written consent of the organization.

This offer and employment subsequent to your acceptance of the terms in this letter is made to you subject to the following:

- The bank receiving satisfactory feedback from at least two professional references from your previous organizations, with one referee being your reporting manager from any of your previous employers.
- Self-declaration of sound health and medical fitness.
- Submission of documents as given in Annexure 2.

If at any time, in the opinion of the bank, which shall be final, you are insolvent or are found guilty of dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without valid reason or of any conduct unbecoming of the status and the post you hold in the organization, or of any other conduct considered detrimental to the organization or violation of one or more terms of this letter, or it is discovered at any time that any of your background or credentials that you have mentioned in your application or references turns out to be false or wrong, your services may be terminated without notice.

You shall be bound by the terms and conditions of your appointment, internal policies, processes and procedures as well as code of conduct and confidentiality norms of the bank as may be applicable from time to time.

You are requested to join us on or before **30-09-2023**.

Kindly confirm your acceptance of this offer by signing a duplicate copy of this letter and return the same within 7 (seven) days from the date of this offer, failing which this offer shall stand withdrawn.

This offer letter is confidential and you agree and undertake to keep this letter and the contents thereof strictly confidential. You shall keep confidential all information about the bank shared with you during the interview.

We look forward to your joining us and wish you a meaningful and enriching career with Equitas Small Finance Bank Limited!

Yours sincerely,

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Manoj Siddheshwar

Ingole)

Date - 30-07-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE 1

Pay Component	Monthly Amount	Annual Amount
CTC		
Fixed CTC (A)	20968	251604
Provident Fund Employer Contribution	1560	18719
HRA	6408	76890
Basic	13000	155995
Total CTC	20968	251604

Please Note :

- 12% of Basic shall be deducted towards PF contribution of the Employee as per Employee's Provident Funds and Miscellaneous Provisions Act 1952.
- Profession Tax shall be deducted as per the PT Act 1975 wherever applicable depending on each state.
- Income Tax shall be deducted as per Income Tax Act prevalent wherever applicable.
- Gratuity shall be payable as per payment of Gratuity Act 1972.
- You shall be covered under the Group Medical Insurance Policy of the bank.
- Subject to fulfillment of conditions as laid down by the bank from time to time, you shall be eligible for staff loans.

Authorized Signatory

For Equitas Small Finance Bank Ltd,

Pallab Mukherji

Chief People Officer

I have read and understood the above terms and conditions of the offer and hereby accept the offer.

(Manoj Siddheshwar

Ingole)

Date: 30-07-2023

Disclaimer: This is an electronically generated offer and does not require a signature.

ANNEXURE – 2

SL.No	Documents	Requirement
1	Resume	Freshers: Latest complete resume with education details and project details (if any) Lateral: Latest complete resume with education and all employment details (mentioning month and year of joining and leaving) - Mandatory
2	Proof of Education	All Certificates and/or Final Mark Sheets for education mentioned in the uploaded resume: - 10th (SSLC) or its equivalent - 12th (+2 / HSLC) or its equivalent - UG Degree / Diploma - PG Degree / Diploma - Professional Degree & Other certifications (if any)
3	Proof of Employment	Freshers: Not Applicable Lateral: i. Relieving Letter (RL) from last two employers or all previous employers covering last five years of experience, whichever is longer. – Mandatory ii. Proof of acceptance of resignation from immediate previous employment – Mandatory
4	Photograph	Recent Colour Passport Size Photo
5	PAN	Scanned copy of PAN card / Form 60 (if PAN is not available)
6	Aadhaar	Recent E-Aadhaar Card downloaded not earlier than 15 days prior to date of submission. E-Aadhaar should not be password protected and should be fully visible (i.e. no masking of information).
7	Proof of Address	Any of the below documents. 1. E-Aadhaar 2. Valid Passport 3. Valid Driving Licence 4. Latest Telephone Bill / LPG Gas Bill / Electricity Bill (not older than last 3 months) 5. Valid Rental Agreement
8	Pay Slips	Freshers: Not Applicable Lateral: Last three months' pay slips from immediate previous employer.
9	Statutory Forms	Form – 2 (Nomination Form for Provident Fund) Form – 11 (Declaration Form for Provident Fund) Form – F (Nomination Form for Payment of Gratuity) Please note: Link to download these forms shall be sent to you. You are requested to fill up, sign and upload the forms.
10	Driving Licence	Valid driving license for Two-wheeler / Four-wheeler.



Letter Of Intent - State Street HCL

2 messages

Kartikeya Satishchandra Pansare <kartikeyasati.pansa@hcl.com>
To: karankamble1995@gmail.com <karankamble1995@gmail.com>

Thu, 29 Dec, 2022 at 1:03 pm

LETTER of INTENT

Date – 29 December 2022

Pune

Dear Kamble Karan Jalinder,

Congratulations! We are very pleased to inform you that basis your interview and discussions with us, we have shortlisted you for the position of **Analyst** at State Street HCL Services Ltd, **Pune**

We are informing you about our intentions of hiring you for this position.

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

Upon accepting this LOI, you will be provided access to self-study material in the investment banking world and prepare you for effective communication with some soft skill exercises as these are essential for your success in the professional world. Please go through the attachment of the course material shared with you which is self- explanatory.

Our training team will get in touch with you in batches and explain to you the objective of the whole exercise and help you with the approach of how to make the learning effective. At the end of the course, you will have an interaction with the training team to help you to assess yourself and get you prepared for a successful career ahead.

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact
<kartikeyasati.pansa@hcl.com>

Regards,

HCL – Talent Acquisition Team

::DISCLAIMER::

The contents of this e-mail and any attachment(s) are confidential and intended for the named recipient(s) only. E-mail transmission is not guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or may contain viruses in transmission. The e mail and its contents (with or without referred errors) shall therefore not attach any liability on the originator or HCL or its affiliates. Views or opinions, if any, presented in this email are solely those of the author and may not necessarily reflect the views or opinions of HCL or its affiliates. Any form of reproduction, dissemination, copying, disclosure, modification, distribution and / or publication of this message without the prior written consent of authorized representative of HCL is strictly prohibited. If you have received this email in error please delete it and notify the sender immediately. Before opening any email and/or attachments, please check them for viruses and other defects.

Karan Kamble <karankamble1995@gmail.com >
To: karankamble1995@gmail.com [Quoted text hidden]

Thu, 29 Dec, 2022 at 1:05 pm



Through sign



License Retention Letter

NO/JAL/Outward/
Office of the Assistant Commissioner,
Food & Drugs Administration, JALGAON Circle
First Floor
Dr. Babasaheb Ambedkar Market, Jalgaon
JALGAON
Print Date: 07/12/2021

License RETENTION
Form Id : 48498

To,
PANCHVATI MEDICAL & GENERAL STORE (Proprietary)
SHOP NO.1, HOUSE NO.1193, C.S.T.NO.491
PANCHVATI CHOWK, BHALOD
YAWAL
Taluka: YAWAL District: JALGAON
PC Person: NITIN VASUDEO CHAUDHARI (Mobile: 9423952725)



NITIN VASUDEO CHAUDHARI (PR)

Subject : - Drugs & Cosmetics Act - 1940 & Rules There under

Sir,

Ref :- Your Inward Application vide Inw No:- BF:-1006678, Dated:- 02/12/2021, Inw ID:- 1006678

With reference to your Inward application, we have to inform you that your said application is approved & below mentioned licences are RETAINED, whose VALIDITY Dates are mentioned below :-

No	Name	Sex	Join Date	Regn No.	Inw-ID
1	R.P. NITIN VASUDEO CHAUDHARI (PR)	Male	30/12/2016	23861	
2	DR. NITIN VASUDEO CHAUDHARI (PR)	Male	30/12/2016	AIR-*****164	

Lic	License No.	Issue From	Retention Date	Retained Upto	Old Lic No
20	188134	30/12/2021	30/12/2021	29/12/2026	20/2491
21	188135	30/12/2021	30/12/2021	29/12/2026	21/2491

NITIN VASUDEO CHAUDHARI (PR)

Cold Storage: YES

Open 24 Hrs: NO

This licence shall remain valid if licensee deposits a licence retention fee before the expiry of a period of every succeeding five years from the date of its issue unless it is suspended or cancelled by Licencing Authority.

The above mentioned licences need NOT be Sent by the Dept.

Kindly acknowledge the receipt of this letter.

Subject to NO-CHANGE in PREVIOUS Constitution (Proprietary) AND Already approved PREMISES and VALIDITY of Regd. Pharmacist Registration in Pharmacy Council

The Licensee shall not claim any equities or rights in the property under reference on strength of this Retention Letter.

Retention Fees Detail: ### Pay ID:375726 - Ann:3000 - Pay Dt:02/12/2021 - GRN

No:MH009574653202122E - Cert by:Auto-03/12/2021 - Ver Dts:0012917837202122-03/12/2021-Auto -

Deface Dts:0004560482202122-03/12/2021-Auto

eSign

Digitally Sign

e-Signed on 03/12/2021 16:44:15

TPAV #141214L10



VILAS BALWANTRAO TASKHEDKAR
Assistant Commissioner
Food & Drugs Administration
JALGAON Circle

This License/Certificate is eSIGNED. Physical Signature is NOT Required.

For online Third Party Approval Verification; Go to Fdamfg.maharashtra.gov.in & Click TPAV button.

07/12/21

N I C



Tools



Mobile View



Share



PDF to DOC



Edit on PC



भारत सरकार
Government of India
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
Ministry of Micro, Small and Medium Enterprises



UDYAM REGISTRATION CERTIFICATE

UDYAM REGISTRATION NUMBER

UDYAM-MH-26-0303355

NAME OF ENTERPRISE

MYBYTECODE

TYPE OF ENTERPRISE *

SNo.	Classification Year	Enterprise Type	Classification Date
1	2022-23	Micro	16/08/2022

MAJOR ACTIVITY

TRADING
[For availing benefits of Priority Sector Lending(PSL) ONLY]

SOCIAL CATEGORY OF
ENTREPRENEUR

GENERAL

NAME OF UNIT(S)

S.No.	Name of Unit(s)
1	MYBYTECODE

OFFICAL ADDRESS OF ENTERPRISE

Flat/Door/Block No.	B.103	Name of Premises/ Building	Vasudha Etasha
Village/Town	Kothrud	Block	Kothrud
Road/Street/Lane	Mumbai bangalore Highway	City	Pune
State	MAHARASHTRA	District	PUNE , Pin 411038
Mobile	7397980202	Email:	omkargalande36@gmail.com

DATE OF INCORPORATION /
REGISTRATION OF ENTERPRISE

15/08/2022

DATE OF COMMENCEMENT OF
PRODUCTION/BUSINESS

15/08/2022

NATIONAL INDUSTRY
CLASSIFICATION CODE(S)

SNo.	NIC 2 Digit	NIC 4 Digit	NIC 5 Digit	Activity
1	62 - Computer programming, consultancy and related activities	6209 - Other information technology and computer service activities	62091 - Software installation	Services
2	74 - Other professional, scientific and technical activities	7490 - Other professional, scientific and technical activities n.e.c.	74909 - Other professional, scientific and technical activities n.e.c.	Services

DATE OF UDYAM REGISTRATION**16/08/2022**

* In case of graduation (upward/reverse) of status of an enterprise, the benefit of the Government Schemes will be availed as per the provisions of Notification No. S.O. 2119(E) dated 26.06.2020 issued by the M/o MSME.

Disclaimer: This is computer generated statement, no signature required. Printed from <https://udyamregistration.gov.in> & Date of printing:- 05/04/2023

For any assistance, you may contact:

1. District Industries Centre: PUNE (MAHARASHTRA)

2. MSME-DFO: MUMBAI (MAHARASHTRA)

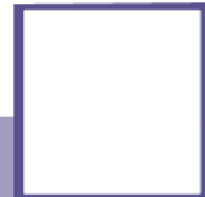
Visit : www.msme.gov.in ; www.dcmsme.gov.in ; www.udyamregistration.gov.in



Follow us @minmsme &




@m:



महाराष्ट्र दुकाने व आस्थापना (नोकरीचे व सेवाशर्तीचे विनियमन) नियम, २०१८ Form - 'F'

[See Rule 8]

APPLICATION FOR INTIMATION

Application ID	101173202203			
Registration Certificate / Intimation Receipt No. नोंदणी क्रमांक / पावती क्रमांक	2231000316130586			
Division / विभाग	Pune			
District / जिल्हा:	Pune			
Office Name	Shop Inspector Office, Haveli, Address- Daund Municipal Council Building, Daund, Taluka-Haveli, District-Pune			
Name of the establishment / आस्थापनेचे नाव	ACTPRO GREEN ENGINEERING AND CONSTRUCTIONS अॅक्टप्रो ग्रीन इंजिनियरिंग अँड कंस्ट्रक्शन्स			
Previous details of establishment / आस्थापनेची पूर्वीची सविस्तर माहिती	New Registration			
Postal address and situation of the Establishment / (आस्थापनेचा पत्ता)	2, SINHGAD ROAD, NARHARI SMRUTI, MANIKBAG, SINHGAD ROAD , HAVELI, PUNE, 411041	2,सिंहगड रोड,नरहरी स्मृती,माणीकबाग,सिंहगड रोड,हवेली,पुणे,411041		
Mobile / भ्रमणधनी क्र.	7249638117			
Email-id / ई - मेल आय डी	actprogreen@gmail.com			
Date of commencement of business / व्यवसाय सुरु केल्याचा दिनांक	29/01/2022			
Nature of Business / व्यवसायाचे स्वरूप	ENGINEERING,CONSTRUCTIONS,SOLAR SYSTEM,PEB STRUCTURES ,LAND SURVEY AND OTHER RELATED SEVICES	इंजिनियरिंग,कन्स्ट्रक्शन,सोलर सिस्टम,पीईबी स्ट्रक्चर,लँड सर्वे अँड इतर रिलेटेड सर्व्हिसेस		
Whether establishment falls under public or private sector / आस्थापना सार्वजनिक क्षेत्रात येते की खाजगी क्षेत्रात येते	Private			
Total No. of Employee	Men	Women	Transgender	Total
	9	0	0	9
Name of the Employer / मालकाचे नाव	SACHIN KUMAR KUNKE		सचिन कुमार कुनके	
Residential Address of the employer / मालकाच्या निवासस्थानाचा पत्ता	2018/2019 B,-,DANE GALLI,,BARSHI,SOLAPUR,413401		2018/2019 बी, -, दाणे गल्ली, ,बार्शी, सोलापूर, 413401	
Resident Since / वास्तव्य	1982			
Status / Designation	OWNER			
Mobile No	7249638117			
E-mail ID	actprogreen@gmail.com			
Aadhar No	828785427465			
Name of Manager / व्यवस्थापकाचे नाव				
Residential address of Manager / व्यवस्थापकाच्या निवासस्थानाचा पत्ता				
Contact No				
Fax No				
Email-ID / ई - मेल आय डी				
Aadhar No				

Category Of Establishment / आस्थापनेचे वर्गवारी	Establishment (?????????)								
Category Of Establishment Type / आस्थापनेचे उपवर्गवारी	ENGINEERING CONSTRUCTIONS SOLAR SYSTEM PEB STRUCTURES LAND SURVEY AND OTHER SERVICES								
Type of organisation / आस्थापनेचा प्रकार	Self Ownership (Proprietary)								
Name of the member of employer's family employed in the establishment / आस्थापनेत नोकरीत असलेल्या मालकांच्या कुटुंबातील इसमांची नावे	<div> <div>-</div> <div>-</div> <table border="1"> <tr> <td>Men / पुरुष</td> <td>Women / स्त्रिया</td> <td>Transgender / इतर</td> </tr> <tr> <td>0</td> <td>0</td> <td>0</td> </tr> </table> </div>			Men / पुरुष	Women / स्त्रिया	Transgender / इतर	0	0	0
Men / पुरुष	Women / स्त्रिया	Transgender / इतर							
0	0	0							

Self Declaration / स्वघोषणापत्र

I SACHIN KUMAR KUNKE, hereby solemnly affirm and state that the business which I SACHIN KUMAR KUNKE have started is not banned or prohibited by any Act, Rules, Law or Order of any Court of Law or any competent authority and the premises where I SACHIN KUMAR KUNKE, are conducting the said business is free from violation of any Act, Rules, Order of any Court of Law or any Competent Authority.

I SACHIN KUMAR KUNKE, hereby declare that the information provided above is true and correct to the best of my/our personal knowledge, information and belief. I SACHIN KUMAR KUNKE, am/are fully aware about the consequences of giving false information. If the information is found to be false, I SACHIN KUMAR KUNKE, shall be liable for procecuton and punishment under the Indian Penal Code (45 of 1860) and /or any other law applicable thereto.

I SACHIN KUMAR KUNKE, have obtained necessary licenses, permissions, permit for the conduct of this business and the place of business from the appropriate Authority.

I SACHIN KUMAR KUNKE, shall be responsible and liable for legal action if the business is conducted without proper licence, permission, permit from the appropriate Authority. I/We submit and declare that I SACHIN KUMAR KUNKE, will not undertake any illegal activity or any business prohibited in law in force in India.

I SACHIN KUMAR KUNKE, declare that the place of business is not located in any area wherein commencing / running of such business is prohibited by any law or order of any Competent Authority.

I SACHIN KUMAR KUNKE, hereby declare that the copies attested by me are true copies of original documents. I SACHIN KUMAR KUNKE, am/are well aware of the fact that if the copies are found false/forged, I/We shall be liable for procecuton and punishment under the Indian Penal Code (45 of 1860) and /or any other law applicable thereto.

I SACHIN KUMAR KUNKE, undertake to abide by the provisions of the Maharashtra Shops and Establishments (Regulation of Employment and Conditions of Service) Act, 2017 (Mah. LXI of 2017) and the Rules and orders passed thereunder by any Authority.

मी सचिन कुमार कुणके, याद्वारे गांभीर्यपूर्वक दृढकथन करतो/ करते आणि असे नमूद करतो/ करते की, मी/ आम्ही सुरू केलेल्या व्यवसायावर कोणताही अधिनियम, नियम, कायदा किंवा कोणत्याही विधी न्यायालयाचा अथवा कोणत्याही सक्षम प्राधिकाऱ्याचा आदेश याद्वारे बंदी घालण्यात आलेली नाही किंवा मनाई करण्यात आलेली नाही आणि मी सचिन कुमार कुणके ज्या जागेत उक्त व्यवसाय करीत आहे/ आहोत तेथे कोणताही अधिनियम, नियम, कोणत्याही न्यायालयाचा अथवा कोणत्याही सक्षम प्राधिकाऱ्याचा आदेश यांचे उल्लंघन झालेले नाही.

मी सचिन कुमार कुणके, याद्वारे असे घोषित करतो/करते की, वर अर्जामध्ये नमूद केलेली माहिती, माझ्या आमच्या वैयक्तिक ज्ञानानुसार, माहितीप्रमाणे व विश्वासानुसार खरी व बिनचूक आहे. चुकीची माहिती देण्याच्या परिणामाची मला/आम्हाला पूर्ण जाणीव आहे. दिलेली माहिती चुकीची आढळून आल्यास मी सचिन कुमार कुणके भारतीय दंड संहिता (1860 चा 45) अन्वये किंवा त्यासंबंधात लागू असलेल्या इतर कोणत्याही कायद्यान्वये खटला भरण्यासाठी व शिक्षेसाठी पात्र आहे/ आहोत.

मी सचिन कुमार कुणके, अर्जात नमूद केलेल्या जागेत व्यवसाय करण्यासाठी संबंधित समुचित प्राधिकाऱ्याकडून आवश्यक ती अनुज्ञप्ती, परवानगी, परवाना प्राप्त केला आहे.

मी सचिन कुमार कुणके, अनुज्ञप्ती, परवानगी, परवाना न घेता व्यवसाय करीत असल्यास कायदेशीर कारवाईसाठी पात्र व जबाबदार राहू.

मी सचिन कुमार कुणके, असे घोषित करतो/करते की, भारतातील लागू असणाऱ्या कायद्यांतर्गत मनाई असलेले बेकायदेशीर कृत्य अथवा व्यवसाय करणार नाही.

मी सचिन कुमार कुणके, असे घोषित करतो/करते की, जेथे असा व्यवसाय सुरू करण्यास किंवा चालविण्यास कोणत्याही कायद्याद्वारे किंवा कोणत्याही सक्षम प्राधिकाऱ्याच्या आदेशाद्वारे मनाई केलेली आहे त्या कोणत्याही क्षेत्रामध्ये माझे/ आमचे व्यवसायाचे ठिकाण स्थित नाही.

मी सचिन कुमार कुणके, असे घोषित करतो/करते की, अर्जासोबत सादर केलेल्या स्वयं-साक्षात्कित दस्तावेजाच्या प्रती या मूळ दस्तऐवजाच्या सत्यप्रती आहेत. या प्रती असत्य किंवा बनावट असल्याचे आढळून आल्यास भारतीय दंड संहिता (1860 चा 45) आणि / किंवा त्यासंबंधात लागू असलेल्या कोणत्याही इतर कायाद्यान्वये माझ्या/आमच्या विरुध्द न्यायालयीन खटला भरण्यासाठी व शिक्षेसाठी मी सचिन कुमार कुणके पात्र आहे/ आहोत याची मला/आम्हाला पूर्ण जाणीव आहे.

मी सचिन कुमार कुणके, महाराष्ट्र दुकाने व आस्थापना (नोकरीचे व सेवाशर्तीचे विनियमन) अधिनियम, 2017 (2017 चा 61) व त्याअंतर्गत तयार केलेल्या नियमातील तरतुदींचे आणि सक्षम प्राधिकारी यांचेकडून निर्गमित करण्यात आलेले आदेश यांचे पूर्णतः पालन करण्याची हमी देतो/देते.

690



SACHIN KUMAR KUNKE
Name and Signature of the Employer