St. Ann's College for Women (Autonomous), Affiliated to Osmania University

Accredited by NAAC with A⁺ Grade (3rd cycle), CPE by UGC

Mehdipatnam, Hyderabad.





CRITERION V STUDENT SUPPORT AND PROGRESSION

.2.1 Student placements and progression **Placements - 2018-2019**

Placements

runner and List of students placed along will plac	ement details such as name of the	company, compensation, etc and links to Placement orde website)	en care above his should be available o	in institutional
No Name of the Student with details	Combination	Name of the Company	Compensation	Number /
2018-2019				433 2018-20
1 Garima Agrawal - 9989845550	<u>B.Com</u>	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	<u>2018-20</u> Link
2 S Sai Priyanka- 7997590699	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
³ N Shillu-7737852694	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
4 Sri Sai Sruthi K 9989603300	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
5 G Mounica 9855785835	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
6 Monika Rathi-9292359248	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
7 Aiman Fatima-7799606099	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
8 V Gopika Sita-9963904147	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
9 Bhavpreeta Mishram-9848549845	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
10 G Anupama 7739852135	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
11 T Anusha-9700104603	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
12 A Tanya-9618756856	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
13 C Mounica 8801962140	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
14 Zenab Fatima 7023596240	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
¹⁵ Sridevi K 8842687415	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
¹⁶ Faiza Mohammadi Uddin 7036185845	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
17 Gurpreet Kaur 9985706600	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
18 Saritha Indulkar 9398735213	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
19 Zainab Fatima 7306128338	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
20 Sangeetha Kumari 7098421000	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
21 Manasa Konda 9866166507	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
22 Asima Ameen 9885565393	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
23 Angel Jessica 7680042427	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
24 Falgun Agarwal 9987309900	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
25 Rubeena Budhwani 8801997372	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
26 Vaishnavi K 7293657142	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
27 Christina Sherly 9866785785	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
28 Pouleena Evangeline 9848576845	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
29 Yogitha Sharma 6840185435	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
30 Aakanksha K 888647892	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	
31 Tavishi Chaturved 7013357452	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000	

32 Loukya R 7894228541	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
33 V G Jestena 8885255672	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
34 Aakanksha Jhawar 7895412872	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
35 Priyanka Tak 9959705588	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
36 T Deepika 7892200178	B.Com	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
37 Sucharitha Inty 8978426738	BBM	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
38 Asiya Sultana 8885255672	BBM	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
³⁹ Medha Taank 9877165278	BBM	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
40 Srinija Nagaram 7036889521	BBM	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
41 Yashaswini Pujala 8871252650	BBM	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
42 Avari Harshitha 8297245050	BBM	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
43 G Amulya 7035752148	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
44 Athikah Sereen 9951378976	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
45 Syeda Tahera Parmeen 7737895214	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
46 A Harshitha 8801337952	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
47 Louis Mahanti 78954123	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
48 Hasitha K 9963467656	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
49 Vaishnavi Anney 9392789510	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
50 Kubra Fatima 8886067866	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
51 Sandra Spoorthi 7894561280	B.Sc	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
52 Humaira Zamani 8096855538	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
53 Sania Rawoof 7093648182	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
54 Ruqaiyya Mohammad 9949005132	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
55 Jaseera Jabeen 7675846977	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
56 Namrah Mehjoob 9959207484	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
57 Fatima Majid 8686941251	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
58 Ussra Ayoub 9908129035	ВА	Tech Mahindra- Mr. Prudhvi- 9398745339	1,80,000
59 P.Ravali 9949005132	B.Sc	UXReactor- Ms. Keerthi- 9550379198	3,60,000
60 Shubhangi Raj 7995203830	B.Sc	UXReactor- Ms. Keerthi- 9550379198	3,60,000
61 Harika 7337493685	B.Sc	UXReactor- Ms. Keerthi- 9550379198	3,60,000

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B Sin Survei 9177027691 D.S. Lixkenson M. Keerlin 950219105 3.00.000 Image: Control of the second	63 Epoori Sravani 7097555865	B.Sc	UXReactor- Ms. Keerthi- 9550379198	3,60,000	
6 Nature B42590219 DA UNResearch M. Kueffel-WSPT7199 3.80.000 Descent S00130036 0 Loom S00130036 NA UNResearch M. Kueffel-WSPT7979 3.00.000 Descent S00130036 0 Patram Mugid S00541251 AA UNResearch M. Kueffel-WSPT7979 3.60.000 Descent S00130036 0 Patram Mugid S00541251 AA UNResearch M. Kueffel-WSPT7979 3.60.000 Descent S00130037 Descent S00130037 Descent S00130037711 2.57.520 Descent S00130037711 2.57.520 Descent S0013003711 2.57.520 Descent S0013003711 2.57.520 Descent S00130711	64 Satya Sahithi 8019283879	B.Sc	UXReactor- Ms. Keerthi- 9550379198	3,60,000	
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No. RA UXReason M. Kershi 950721918 3.00000 P 7 R Kuhma Phya 814260057 R.Cm H05-M. Palar-964217731. 2.37.520 P 7 R Kuhma Phya 814260057 R.Cm H05-M. Palar-964217731. 2.37.520 P 7 R kuhna Subweis 812698378 R.Cm H05-M. Palar-964217731. 2.37.520 P 7 R kuhna Subweis 812698633 R.Cm H05-M. Palar-964217731. 2.37.520 P 7 VLayana 8880173786 R.Cm H05-M. Palar-964217731. 2.37.520 P 7 VLayana 8880173786 R.Cm H05-M. Palar-964217731. 2.37.520 P 7 V.Goglad Sta 908304147 B.Cm H05-M. Palar-964217731. 2.37.520 P 7 K.Vashravi 9177626809 R.Cm H05-M. Palar-964217731. 2.37.520 P 8 Sabar 2arka-96217711. R.Cm H05-M. Palar-964217731. 2.37.520 P 8 Sabar 2arka-96217711. R.Cm H05-M. Palar-964217731. 2.37.520 P 8 <td< td=""><td>68 Fatima Majid 8686941251</td><td>ВА</td><td>UXReactor- Ms. Keerthi- 9550379198</td><td>3,60,000</td><td></td></td<>	68 Fatima Majid 8686941251	ВА	UXReactor- Ms. Keerthi- 9550379198	3,60,000	
1 8 Kubua Paya 814256967 8 Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 2 Kanabari Sangui 915555002 8 Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 Rubha Budmanni 8126995378 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 Rubha Budmanni 8126995378 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 Kubha Budmanni 8126995378 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 VLoyen as 8897745755 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 VGopka Sis 966504147 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 7 K Valubravi 9177626869 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 8 Sarbas Fatins 954251690 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 8 Jakear Husash 705251729 B Con HGS. Mr. Parks. 964247731. 2,37,520 - 8 Jakear Sarthe 970556123 B Con HGS. Mr. Parks. 9642477731.<	⁶⁹ Ruqaiyya 9618787504	ВА	UXReactor- Ms. Keerthi- 9550379198	3,60,000	
7 Ramketh Sanghi 9154595002 R.Cun HCS: Mr. Parka: 965477731. 2,37,520 7 Rubra Buditwani 912596378 R.Cun HCS: Mr. Parka: 965477731. 2,37,520	70 Zehra 8142569057	BA	UXReactor- Ms. Keerthi- 9550379198	3,60,000	
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A Lanya BCom INCS: Mr. Parlas: 9612477731. 2.37,520 75 TVLasyna 8886173796 B.Com HGS: Mr. Parlas: 9612477731. 2.37,520	72 Kamakshi Sanghi 9154565002	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
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No. B.Com HGS-Mr. Parka-961247731. 2.37.520 77 V.Gopika Sita 996304147 B.Com HGS-Mr. Parka-961247731. 2.37.520 78 Radinka Baja 8997745755 B.Com HGS-Mr. Parka-961247731. 2.37.520 78 Radinka Baja 8997745755 B.Com HGS-Mr. Parka-961247731. 2.37.520 79 K.Vaishnavi 9177628899 B.Com HGS-Mr. Parka-9612477731. 2.37.520 80 Alveera Hussain 7032291761 B.Com HGS-Mr. Parka-9612477731. 2.37.520 81 Serba Fatima 9849254909 B.Com HGS-Mr. Parka-9612477731. 2.37.520 81 Serba Fatima 9849254909 B.Com HGS-Mr. Parka-9612477731. 2.37.520 82 Indukor Sartha 9702153669 B.Com HGS-Mr. Parka-9612477731. 2.37.520 83 Falguri Agarwal 9246324095 B.Com HGS-Mr. Parka-9612477731. 2.37.520 84 K.Roshna 7702153669 B.Com HGS-Mr. Parka-9612477731. 2.37.520 85 D.Proveens 9849111413 BM HGS-Mr. Parka-9612477731. 2.37.520 86 <td>74 A.Tanya 8523090833</td> <td>B.Com</td> <td>HGS- Mr. Parha- 9642477731-</td> <td>2,37,520</td> <td></td>	74 A.Tanya 8523090833	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
7 V.Gopika Sila 9963904147 B.Com HGS- Mr. Parlas-964247731- 2,37,520 78 Radhika Baja 8897745755 B.Com HGS- Mr. Parlas-964247731- 2,37,520 Image: Common Section 2014 78 K. Vaishnavi 0177626869 B.Com HGS- Mr. Parlas-964247731- 2,37,520 Image: Common Section 2014 Image: Common Section 20147	75 T.V.Layana 8886173796	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
R Radhika Baja 8897745755 B.Com HGS- Mr. Parha-9642477731- 2,37,520 7 K.Vaishnavi 9177626869 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Alveera Hussain 7032291761 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Serba Faima 9849254989 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Serba Faima 9849254989 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Jedguni Agarwal 924834095 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Faiguni Agarwal 924834095 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Faiguni Agarwal 924834095 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 C.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2,37,520 8 C.Mourika 7089648182 B.Com HGS- Mr. Parha-9642477731- 2,37,520 8 Attarshifu 9100875839 BBM HGS- Mr. Parha-9642477731- 2,37,520 9 Asalya Sultana 8179935364 BBM HGS- Mr. Parha-9642477731- 2,37,520<	76 G.Anupama 8897745755	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
vickishnavi 91778268669 B.Com HGS- Mr. Parha-9642477731- 2,37,520 80 Alveera Hussain 7032291761 B.Com HGS- Mr. Parha-9642477731- 2,37,520 81 Senba Fatima 9849254989 B.Com HGS- Mr. Parha-9642477731- 2,37,520 82 Indukar Saritha 9703561239 B.Com HGS- Mr. Parha-9642477731- 2,37,520 83 Faiguri Agarwai 9246334095 B.Com HGS- Mr. Parha-9642477731- 2,37,520 84 K.Roshna 7702153569 B.Com HGS- Mr. Parha-9642477731- 2,37,520 85 D.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2,37,520 86 G.Mounika 709364182 B.Com HGS- Mr. Parha-9642477731- 2,37,520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2,37,520 89 Asiya Sutana 8179935364 BBM HGS- Mr. Parha-9642477731- 2,37,520 90 Rakhee Poonam 998986599 BBM HGS- Mr. Parha-9642477731- 2,37,520 91 Brumika 9246602955 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	77 V.Gopika Sita 9963904147	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
No. Alveera Hussain 7032291761 B.Com HGS. Mr. Parha-9642477731. 2.37,520 81 Sehba Fatima 9849254989 B.Com HGS. Mr. Parha-9642477731. 2.37,520 1 82 Indukar Saritha 9703561239 B.Com HGS. Mr. Parha-9642477731. 2.37,520 1 83 Falguri Agarwai 9246334095 B.Com HGS. Mr. Parha-9642477731. 2.37,520 1 84 K.Roshna 7702153569 B.Com HGS. Mr. Parha-9642477731. 2.37,520 1 85 D.Praveena 9849111413 BBM HGS. Mr. Parha-9642477731. 2.37,520 1 86 G.Mounika 7093648182 B.Com HGS. Mr. Parha-9642477731. 2.37,520 1 87 T.Deepika 9133615511 B.Com HGS. Mr. Parha-9642477731. 2.37,520 1 88 A.Harshitha 9100875839 BBM HGS. Mr. Parha-9642477731. 2.37,520 1 89 Askya Sutana 8179935364 BBM HGS. Mr. Parha-9642477731. 2.37,520 1 91 Brumika 9246502955 B.Sc HGS. Mr. Parha-9642477731. 2.37,520<	78 Radhika Baja 8897745755	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
81 Sehba Fatima 9849254989 B.Com HGS- Mr. Parha-9642477731- 2.37.520 82 Indulkar Saritha 9703561239 B.Com HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 83 Falguni Agarwal 9246334095 B.Com HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 84 K.Roghna 7702153569 B.Com HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 85 D.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 86 G.Mounika 7093648182 B.Com HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 89 Astarshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 91 Brumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2.37.520 2.37.520 92 PSupriya 8179935364 B.Sc <	79 K.Vaishnavi 9177626869	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
Bit HGS- Mr. Parha-9642477731- 2.37,520 88 Falguni Agarwal 9246334095 B.Com HGS- Mr. Parha-9642477731- 2.37,520 84 K.Roshna 7702153569 B.Com HGS- Mr. Parha-9642477731- 2.37,520 84 K.Roshna 7702153569 B.Com HGS- Mr. Parha-9642477731- 2.37,520 85 D.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2.37,520 86 G.Mounika 7093648182 B.Com HGS- Mr. Parha-9642477731- 2.37,520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2.37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2.37,520 89 Assiya Sutana 8179935364 BBM HGS- Mr. Parha-9642477731- 2.37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2.37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2.37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2.37,520 92 P.Supriya 8179935364	80 Alveera Hussain 7032291761	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
83 Falguni Agarwai 9246334095 B.Com HGS- Mr. Parha-9642477731- 2.37,520 84 K.Roshna 7702153569 B.Com HGS- Mr. Parha-9642477731- 2.37,520 85 D.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2.37,520 86 G.Mounika 7093648182 B.Com HGS- Mr. Parha-9642477731- 2.37,520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2.37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2.37,520 89 A.siya Sultana 8179935364 BBM HGS- Mr. Parha-9642477731- 2.37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2.37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2.37,520 92 P.Supriya 8179938364 B.Sc HGS- Mr. Parha-9642477731- 2.37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2.37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2.37,520 94 Vaishnavi Arnney 9949237077 B.Sc HGS- Mr. Parha-	81 Sehba Fatima 9849254989	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
84 K. Roshna 7702153569 B.Com HGS- Mr. Parha-9642477731- 2,37,520 85 D.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2,37,520 86 G.Mounika 7093648182 B.Com HGS- Mr. Parha-9642477731- 2,37,520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2,37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2,37,520 89 Assiya Sultana 8179935364 BBM HGS- Mr. Parha-9642477731- 2,37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2,37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr.	82 Indulkar Saritha 9703561239	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
85 D.Praveena 9849111413 BBM HGS- Mr. Parha-9642477731- 2,37,520 86 G.Mounika 7093648182 B.Com HGS- Mr. Parha-9642477731- 2,37,520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2,37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2,37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2,37,520 89 Assiya Sultana 8179935364 BBM HGS- Mr. Parha-9642477731- 2,37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2,37,520 91 Brumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-	83 Falguni.Agarwal 9246334095	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
86 G.Mounika 7093648182 B.Com HGS- Mr. Parha-9642477731- 2.37,520 87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2,37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2,37,520 89 Assiya Sultana 8179935364 BBM HGS- Mr. Parha-9642477731- 2,37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2,37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	84 K.Roshna 7702153569	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
87 T.Deepika 9133615511 B.Com HGS- Mr. Parha-9642477731- 2,37,520 88 A.Harshitha 9100875839 BBM HGS- Mr. Parha-9642477731- 2,37,520 89 Assiya Sultana 8179935364 BBM HGS- Mr. Parha-9642477731- 2,37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha-9642477731- 2,37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	85 D.Praveena 9849111413	BBM	HGS- Mr. Parha- 9642477731-	2,37,520	
88 A.Harshitha 9100875839 BBM HGS- Mr. Parha- 9642477731- 2,37,520 89 Assiya Sultana 8179935364 BBM HGS- Mr. Parha- 9642477731- 2,37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha- 9642477731- 2,37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 94 Vaishnavi Anney 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520	86 G.Mounika 7093648182	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
89 Assiya Sultana 8179935364 BBM HGS- Mr. Parha- 9642477731- 2,37,520 90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha- 9642477731- 2,37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 94 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520	87 T.Deepika 9133615511	B.Com	HGS- Mr. Parha- 9642477731-	2,37,520	
90 Rakhee Poonam 9989863599 BBM HGS- Mr. Parha- 9642477731- 2,37,520 91 Bhumika 9246502955 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520	88 A.Harshitha 9100875839	BBM	HGS- Mr. Parha- 9642477731-	2,37,520	
91 Bhumika 9246502955 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	89 Assiya Sultana 8179935364	BBM	HGS- Mr. Parha- 9642477731-	2,37,520	
92 P.Supriya 8179935364 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	90 Rakhee Poonam 9989863599	BBM	HGS- Mr. Parha- 9642477731-	2,37,520	
93 Saritha 7780432320 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	91 Bhumika 9246502955	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	
94 Vaishnavi Anney 9949237077 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha-9642477731- 2,37,520	92 P.Supriya 8179935364	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	
95 P.Haritha Kesav 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520 96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520	93 Saritha 7780432320	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	
96 P.Pavani 9849871467 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520	94 Vaishnavi Anney 9949237077	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	
	95 P.Haritha Kesav 9849871467	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	
97 D.Shravani 8897745755 B.Sc HGS- Mr. Parha- 9642477731- 2,37,520	96 P.Pavani 9849871467	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	
	97 D.Shravani 8897745755	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520	

98 Y.Satya Sahithi 9949237077	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520
99 S.Maha Laxmi 9701009545	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520
100 Sandnas Spoorthy 9849555712	B.Sc	HGS- Mr. Parha- 9642477731-	2,37,520
101 K.Nandini 9393009356	BA	HGS- Mr. Parha- 9642477731-	2,37,520
102 Catherine Anem Blessyv7396761999	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
103 Swaminarhan Mahima 9121906166	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
104 Rout Smitha 9885251336	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
105 Mahima Sharama 9121906166	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
106 Srilekha Pappu 8897579620	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
107 Gouni Srilatha 8897579620	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
108 Aakansha Jhawar 8500211887	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
109 Tavish Chaturvedi 9959335549	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
110 Kiranjali Naidu 9959335549	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
111 Sehba Fatima 9849254989	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
112 Samala Haritha 9705320791	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
113 Zenab Fatima 9533537192	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
114 Deepika T 9959335549	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
115 G Mounika 9395369124	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
116 Mounika Pinger 7702542400	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
117 Katakam Pooja 9063441826	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
118 Soumya Sara 9603270108	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
119 Alveera Hussain 7032291761	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
120 Kandi Vaishnavi 8143121675	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
121 Bhavpreeta Mishra 9406413221	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
122 Nidhi Dhoot 8121610494	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
123 Asanthipuram Divya 9885266146	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
124 Mathru Koteshwari 9346562918	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
125 Priyanaka Tak 9908123909	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
126 Ravulakolu Loukya 9704765992	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
127 Tairumani Tejassuri 9177913392	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
128 Kunapareddy Manohari 9347275993	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
129 Bharatula Krishna Priya 9154543390	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
130 Dasharashi Praveena 9849331357	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
131 Chandini Yadav 8125268649	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
132 Bandreddi Akhila 9652810703	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000
133 Poonam Goswamy 7095214214	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000

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134 Roopa Sarkar 9652092273	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
135 Sherly Christina 9908123909	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
136 Vanshika Malhotra 9581556633	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
137 Zainab Fatima 8297201577	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
138 Selva Celestina Mary 9010373857	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
139 Eram Hasan Alay 8019005315	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
140 Layana Vargese 9652092273	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
141 Supriya Padala 7288858566	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
142 T Mamatha 9701387547	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
143 Singuri Aishwarya 7842594912	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
144 Shazia Samreen 8185807714	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
145 Thanneru Madhavi 8497935410	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
146 Reshma Nigam 9573736125	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
147 Eeranagula Mounika 9866494280	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
148 Wasiya Tabassum 9848218533	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
149 Jarapla Mounika 7337097589	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
150 Bokka Pavani Reddy 9502956119	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
151 Tanya Alwal 9885251255	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
152 Insha Athar 8143372824	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
153 Indulkar Saritha 9703561239	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
154 Aiman Fatima 7799606099	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
155 Roshna Kamle 9849252344	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
156 Falguni Agarwal 9246334095	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
157 Chaitanya Nikitha 9705320791	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
158 Jaayam Anusha Anand 9441184277	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
159 Kandi Varsha 9010969434	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
160 Shillu Navanand 9885251255	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
161 Farhath Khatoon 7097293107	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
162 Kauser Baig 9700171388	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
163 Asima Ameen 9885565393	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
164 Pradeepa Gangarapu 9866189020	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
165 Rubina Budwani 7386310660	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
166 Sushma Beera 8686861979	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
167 Angel Jessica Mosoganti 9700680034	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
168 Fathima Hamnah 7036216446	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
169 Akansha Kakarla 9885887955	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	

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170 Repudi Evangeline 9785210992	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
171 Vaishnavi Avola 7416608410	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
172 Jyoshna Chakali 7097486992	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
173 Yashoda Kolli 9640420918	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
174 S. Kamleshwari Goud 9676477403	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
175 Prathima Reddy 9866331149	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
176 Manasa Gurrala 7702241595	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
177 Yamuna Para 9701934699	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
178 Kavya Jampana 8008728663	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
179 Ansuha Thatikonda 8686941251	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
180 Sirisha Manukonda 9703201277	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
181 Sneha Reddy 9700680034	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
182 Gurpeet Bawa Kaur 9849021955	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
183 Sridevi Kara 9878459515	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
184 Pranitha Vurmadla 9966794657	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
185 Radhika Bajaj 9290095843	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
186 Anupama 9347182546	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
187 Vagala Gopika Sita 8790114606	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
188 Mounika Chinthakunta 9849021955	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
189 Garima Agarwal 9989845550	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
190 Sultana Bushrah 8179952310	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
191 Arushi Agarwal 9089797482	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
192 Harshita Kumawat 9441184277	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
193 Manasa Konda 9866166507	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
194 Manaswini Jannu 9849947222	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
195 Laxmi Narayana 9494155974	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
196 Srinika Papisetty 8106273200	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
197 Ramya Chintallheruvu 9848141111	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
198 Jestena 7661037439	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
199 Safoora Fatima 9059704044	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
200 Nikitha Rathi 9618469745	B.Com	BSE- Mr. Sushanth- 8291967153	2,50,000	
201 T Ramya 9849228250	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000	
202 Rakhi Poonam 8341414981	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000	
203 Asiya Sultana 8885255672	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000	
204 Prema Saranya 8121587534	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000	
205 Sarala Rage 8874107787	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000	
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206 Srinija Nagaram 9160258037	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
207 Harshita Avari 9547317011	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
208 Koochichandramouli Krishnapriya 7799304214	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
209 Himaja Doli 98466289835	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
210 Medha Taank 9963631674	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
211 Siddiqua Zuhisha 7734851234	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
212 Sonam Singh 8106866552	BBM	BSE- Mr. Sushanth- 8291967153	2,50,000
213 Garima Agrawal 9989845550	B.Com	Wipro- Ms. AAvya Mathur- 7899292095	2,50,000
214 M.Anusha 8143585385	M.Sc(Maths)	Feuji- Sirisree Dayanand- 9949028554	3,00,000 to 5,00,000
215 Chaitanya Nikhita 7728918532	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
216 C Mounika 9848583549	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
217 Poonam Goswamy 7095214214	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
218 Chandini Yadav 8125268649	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
219 Sridevi 9949372397	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
220 Kamakshi 9154565002	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
221 Shazia Samreen 8185807714	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
222 B.Radhika 6612853780	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
223 Vanishika Malhothra 8886185835	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
224 Ashwitha 8520991068	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
225 Swetha Rani 9515521206	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
226 E.Mounika 8803117972	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
227 Kauser Baig 9700171388	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
228 Yogita Sharma 8464091077	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
229 Gurpreet Kaur 9182706289	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
230 Rinku Chowdary 9030365917	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
231 Faizamoammediuddin 9959841158	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
232 Zahra Dashtee 9502869301	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
233 Wasiya Tabassum 9848218533	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
234 S.Haritha 8121931778	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
235 Falguni Agarwal 9246334095	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
236 Neha Fathima 9063551869	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
237 Yamuna 9701934699	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
238 V.Gopikasita 9032319637	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
239 A.Divya 9885266146	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
240 A.Shravani 7032673738	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000
²⁴¹ Sai Divya Sree 7075414474	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000

242 Mathru Koteshwari 9346562918	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
243 K.Evangelina 9393344467	B.Com	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
244 Yashashvini 7396589980	BBM	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
245 Harshita 8978001390	BBM	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
246 K.C. Krishna Priya 7842267782	BBM	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
247 Juveria Sultana 7675996011	BBM	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
248 Sonamsingh 8106866552	BBM	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
249 Zuhisha Siddiqua 8008678361	BBM	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
250 Pavani 8464813704	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
251 D.Shravani 8096077549	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
252 Harshita 9618902215	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
253 R.Deepthi 8523018157	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
254 Reshmi Kumari 9063962350	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
255 M.Bhoomika 9985111684	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
256 A.Harshita 9618902215	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
257 Shubang Srivastav 8179585276	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
258 A.Vayshnavi 9849130081	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
259 R.Vishnu Priya 9704086468	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
260 R.Ramya 9347653166	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
261 Bhavana 8790626676	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
262 Sai Sree 8897644421	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
263 A.Sadhana 9704122195	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
264 C.Sai Sravani 7396672835	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
265 Rehana Mirza 7207863254	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
266 T.Reshma 9441730980	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
267 Srivani 9030638975	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
268 Taibha Qureishi 9848671727	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
269 Shaik Ameena 8374424999	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
270 Saritha 9666804706	B.Sc	ICICI- Mr. Narendra Chary- 9032428436	1,80,000	
271 Taha Hadiba- 8374501619	MBA	Adroit- Kounain Mariyam- 8074060499	2,20,000	
272 Z.Suma Pradeepa 8985460875	MBA	Adroit- Kounain Mariyam- 8074060499	2,20,000	
273 Kamakshi 9154565002	B.Com	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000	
274 Gopika 9963904147	B.Com	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000	
275 Falguni 9246334095	B.Com	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000	
276 Vaishnavi 8143121675	B.Com	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000	
277 Akanksha 9849982072	B.Com	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000	
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NY No. APP Max Samual Mathatages 997(1990) POROD POROD No. Berner 30254500 Disk APP Max Samual Mathatages 997(1997) Record Samual Mathatages 997(1997) Record <th></th> <th></th> <th></th> <th></th>				
Party Party B959/17230 NA ADP M. Saman Makhange. B7376387 20.000 Image S959/17230 ALCon Sam Same V. Vippin. 705/07/133 ADD00 Image S95 281 Badao I hardm 1979/822357 R.Con Sam Same V. Vippin. 705/07/133 30.000 Image S95 281 Advanta 6376424099 D.Con Sam Same V. Vippin. 705/07/133 30.000 Image S95 284 Marked S96 Amorean 70505005 D.Con Sam Same V. Vippin. 705/07/133 30.000 Image S95 285 Sam Program 70505005 D.Con Sam Same V. Vippin. 705/07/133 30.000 Image S96 285 Sam Program 70505005 D.Con Sam Same V. Vippin. 705/07/133 30.000 Image S96 286 Jahren Marker 10 107745780 B.Con Sam Same V. Vippin. 705/07/133 30.000 Image S96 280 Jahren Harmadren 812 (191778 B.Con Sam Same V. Vippin. 705/07/133 30.000 Image S96 281 Jahren Farma 778990099 B.Con Sam Same V. Vippin. 705/07/133 30.000 Image S96 282 Jahren Farma 778990099 B.Con Sam Same V. Vippin. 705/07/133 30.000 Image S96 283 Same 700219409 B.Con	278 Maha Laxmi. 9701009545	B.Sc	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000
Des Balacki Nardni 970562357 P.Cm Same Steer, V.Vippa, 76259713 D.0000 P.Com 28 keinen Begun 034440743 B.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 29 keinen Begun 034440743 B.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 20 keine Steer, V.Vippa, 762597137 S.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 20 keine Steer, V.Vippa, 762597137 3.05000 P.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 20 keine Steer Ströppa Ta 440031602 B.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 20 keine Sträm Ströppa Ta 440031602 B.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 20 keine Sträm Ströppa Gangung u66516020 B.Com Same Steer, V.Vippa, 762597133 3.05000 P.Com 21 areada Starte Ströppa Gangung u66516020 B.Com Same Steer, V.Vippa, 76259713 3.05000 P.Com 22 keine Sträm Töppa Gangung u66516020 B.Com Same Steer, V.Vippa, 76259713 3.05	279 Reshma 9052842503	B.Sc	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000
28 Meters Borgen 934440743 LCam Name Network Virgen, National 1999 State St	280 Taniya 9866170730	ВА	ADP- Mr. Santanu Mukhharjee- 8978785807	2,00,000
21 Astronue S7442499 B.Com Saue Steve: VUrpeix. 72:077133 100.000 1 124 Karya Size Lampara 798342649 B.Com Saue Strev: VUrpeix. 72:079113 100.000 1 125 Mandordin Srida 7007747271 B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 126 Saue Strev: VUrpeix. 70:097113 300.000 1 1 127 Mahres That Selectification B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 128 Fragmark Tak Selectification B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 129 Jakarde Hirrabethag 917450800 B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 121 Jakarde Hirrabethag 9173777599 B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 122 Jakarde Fairar 7790900090 B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 121 James Fairar 7790900090 B.Com Saue Strev: VUrpeix. 70:097113 300.000 1 122 James Fairaina 7709000090 B.Com	281 Bidakoti Nandini 9705928357	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
Description Description Description Sum Sume Verprise, 7550/713 Support Support 28 Read-code single 2007/7271 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 B.Con Sue Suev. Vvippin. 76209713 Su0000 Image: Support and 2005/500 Image: Support 2007/513 Su0000 Image: Support 2007/513 Su00000 Image: Support 2007/513 Support 2007/513 <td< td=""><td>282 Nafeesa Begum 9346460743</td><td>B.Com</td><td>State Street- V.Vippin,- 7625097133</td><td>3,00,000</td></td<>	282 Nafeesa Begum 9346460743	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
28 Annaconds Sinth 7097747271 B.Com Sue Since: Vuppin, 702597133 3.00.000 28 § Sa Physicka 7997600699 B.Com Sue Since: Vuppin, 702597133 3.00.000 Image: Since Since: Vuppin, 702597133 3.00.000 28 Ø Physicka T& 9406916962 B.Com Sue Since: Vuppin, 702597113 3.00.000 Image: Since Since: Vuppin, 702597113 3.00.000 29 Jacard Himachdu 917452660 B.Com Sue Since: Vuppin, 702597113 3.00.000 Image: Since Since: Vuppin, 702597113 3.00.000 Image: Since: Since Since: Vuppin, 702597113 3.00.000 Image: Since Since Since: Since	283 Aashwitha 8374424999	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
28.6 Star Physical 799750699 B.Com Stars Street. V Uppin. 762597133 3.00,000 Image: Comparison of the street st	284 Kavya Sree Jampana 7993436494	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
2 Pairen Sharma 9705520905 B.C.m. Suce Street-Vippin-7025997133 3.00.000 Image: Street-Vippin-7025997133 3.00.000	285 Manukonda Sirisha 7097747271	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
2 Priprie Tack 9499916952 Com Suss Since X-Vypie, 7:0507133 30.000 Image: Comparison of Co	286 S Sai Priyanka 7997590699	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
Normal Himaking 9177452660 B.Com Susar Sines: V. Vippis, 762597133 30,000 Image: Comparison of Comparison o	287 Mahima Sharma 9705529095	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
No. Numerican Thermadiam 8121931776 B. Com Susc Street. V. Vippia. 7623097133 300,000 29 Jarapia Mounka 7337097589 B. Com State Street. V. Vippia. 7623097133 300,000 Image 20 Predeepa Gangarpu 9686189020 B. Com State Street. V. Vippia. 7623097133 300,000 Image 21 Aiman Fatima 7799666096 B. Com State Street. V. Vippia. 7623097133 300,000 Image 22 Aiman Fatima 7709766009 B. Com State Street. V. Vippia. 7623097133 300,000 Image 23 Aiman Fatima 7702194616 B. Com Atroit. Kounsin Maryum. 8074060499 2,0000 Image 24 Kedha Taark 9965851674 B8M Atroit. Kounsin Maryum. 8074060499 2,0000 Image 28 Kashma 8008752913 B8M Atroit. Kounsin Maryum. 8074060499 2,0000 Image 29 Garima Agarwal 988985550 B. Com Global Logic. Corkey Chema. 985578050 1,80,000 Image 30 Lodyig Chetana 90306839975 B. Com Global Logic. Corkey Chema. 985578050 1,80,000 Image	288 Priyanka Tak 9490918692	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
Jacopia Mourika 7337097599 B. Com Saux Street-V. Vippin. 7025097133 3.00,000 J29 Prideepa Gangarapu 9866189020 B. Com State Street-V. Vippin. 7025097133 3.00,000 Image: State Street V. Vippin. 7025097133 3.00,000 Image: State Street V. Vippin. 7025097133 3.00,000 Image: State Street	289 Jukanti Himabindu 9177452660	B.Com	State Street- V.Vippin,- 7625097133	3,00,000
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	348 Louis Mahanthi.R 9290018379	B.Sc	Concentrix- Uday Kiran- 9100949202	
	349 Prateeksha Rajput 7093188521	B.Sc	Concentrix- Uday Kiran- 9100949202	1,80,000

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32 SPA Concents. Loty Line	351 Nikhitha K 9063428722	B.Sc	Concentrix- Uday Kiran- 9100949202	
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	353 Tooi Reshma 9441730980	B.Sc	Concentrix- Udav Kiran- 9100949202	1,80,000
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32 Strip Bardie Seit Lakhmin: 7999997304 1,20,00 Image: Strip Lakhmin: 7999997304 Image: Strip Lakhmin: 799997304 Image: Strip Lakhmin: 79997304 Image: Strip Lakhmin: 79997304 Image: Strip Lakhmin: 79997304 Image: Strip Lakhmin: 79997304 Image: Strip Lakhmin: 79907304 Image: Strip Lakhmin: 79907304 Image: Strip Lakhmin: 79907407	357 Praveena 8341835727	BBM	Sky Bridge- Sri Lakshmi- 77999997304	1,20,000
30 Rachia 87/2876332 N.B.A Sty Bridge: St Lakhmi: 7799997304 1,20,00 34 Avathi 9000003345 M.B.A Sty Bridge: St Lakhmi: 7799997304 1,20,00 36 Gurner Kaur Bawa 9014120467 B.Com IK-S Hand, Monali -95000912 36 Taubit (Chathwed 9000172976 B.Com IK-S Hand, Monali -95000912 36 K.Robyne 9652683317 B.Com IK-S Hand, Monali -95000912 36 Zando Fathma 9014120467 B.Com IK-S Hand, Monali -95000912 37 Amon Fathma 8374038077 B.Com IK-S Hand, Monali -9500912 38 Navarund Shilu 967600497 B.Com IK-S Hand, Monali -9500912	358 Bhagya Lakshmi 8498062836	M.B.A	Sky Bridge- Sri Lakshmi- 77999997304	1,20,000
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363 Taulphi Chaturbedi 900172978 B.Com IKS- Hamid, Monali-982009812 Annual (S0,000 364 K.Roshna 9652889317 B.Com IKS- Hamid, Monali-982009812 350,000 Image: S0,000 Image: S0,	362 Gurpreet Kaur Bawa 9014120467	B.Com	IKS- Hamid, Monali- 9820609812	3,50,000
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366 Zalnab Fatima 9701009545 B. Com IKS- Hamid, Monali- 9820609812 3,50,000 377 Jaman Fatima 8374938507 B. Com IKS- Hamid, Monali- 9820609812 3,50,000 368 Navanand Shillu 9676090497 B. Com IKS- Hamid, Monali- 9820609812 3,50,000 369 Garima Agarwal 7330782563 B. Com IKS- Hamid, Monali- 9820609812 3,50,000 370 Sabia Sultana 9885216549 M.Com 5 & P Global- Sangeetha- 7331181653 3,87,000 371 M.Lakshmi Prasanna 9846298186 MBA S & P Global- Sangeetha- 7331181653 3,87,000 372 C.Chira 9849785515 MBA S & P Global- Sangeetha- 7331181653 3,87,000 373 Radhka Dasari 871287632 MBA S & P Global- Sangeetha- 7331181653 3,87,000 374 K Navitha 7983175037 M.Com S & P Global- Sangeetha- 7331181653 3,87,000 375 Jyothi Singh 9658688221 MCA Indus Software- Vinay- 966256780 1,44,000-2,40,000 376 Bharatula Krishna Piya 9581498822 B.Com Unisys- Mr. Srinivas- 900026020 2,50,000 377				3,50,000
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372 C.Chitra 9849785515 MBA S & P Global- Sangeetha- 7331181653 3.87.000 373 Radhika Dasari 8712876332 MBA S & P Global- Sangeetha- 7331181653 3.87.000 374 K.Navitha 7893175037 MCom S & P Global- Sangeetha- 7331181653 3.87.000 375 Jyothi Singh 95655668221 MCA Indus Software- Vinay- 9966256780 1.44,000- 2,40,000 376 Bharatula Krishna Priya 9581498822 B.Com Unisys- Mr. Srinivas- 9000262020 2.50,000 377 Aakanksha Jhawar 8019224417 B.Com Unisys- Mr. Srinivas- 9000262020 2.50,000 378 Ravulakolu Loukya 9966290777 B.Com Unisys- Mr. Srinivas- 9000262020 2.50,000 379 Monika Rathi 8121931778 B.Com Unisys- Mr. Srinivas- 9000262020 2.50,000 380 Shillu Navanand 9959625829 B.Com Unisys- Mr. Srinivas- 9000262020 2.50,000 381 Roopa Sarkar9959625829 B.Com Unisys- Mr. Srinivas- 9000262020 2.50,000 382 R Deepti 9703519010 B.Sc Unisys- Mr	370 Sabia Sultana 9885216549	M.Com	S & P Global- Sangeetha- 7331181653	3,87,000
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425 Y.Harika 8008554072	MCA	Virtusa		
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426 K.Sravani 9676374188	MCA	DST World Wide Services	0.50.000	
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427 R.Neharika 8143529201	MCA	CYIENT	4.00.000	
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431 Ch.Mounika 8497913383	MCA	Future Tech Information Systems Pvt.Ltd	3,60,000	
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432 Jyoti Singh 9565868221	MCA	Computer Software and Solutions International (CSSI)	5,00,000	
433 C.Nandini 9441476611	МСА	TCS	0,00,000	
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Private & Confidential

Date: 12 February 2019

Ms. Golla Mounika, 12-27 Varadaiahgaripalli Rajampeta Cuddapah Andhrapradesh - 516126

Dear Golla Mounika,

Subject : Offer Cum Appointment Letter

Further to your application and the subsequent discussion with us, we are pleased to offer you a career in **Karvy Stock Broking Limited**, as per the terms and conditions mentioned herein:

1. Date of joining, posting & location

You will join us on **6 May 2019** in our **Broking** Division at **Hyderabad**. Your title will be **Online Advisory** in Grade **SB (Officer)**. The Management reserves the right to transfer you on any assignment in any unit / department / associate concern of the Company anywhere in India or Abroad, as it may consider necessary, in its absolute discretion, from time to time, subject to the provision that your remuneration and other facilities will not be adversely affected.

2. Compensation

You shall be entitled to an all inclusive annual gross compensation of **Rs.2,00,000/- (Rupees Two Lakhs only).** A detailed break-up of your compensation structure is given in the Annexure (I) to this letter. The Compensation package shall be governed by the Policies and Guidelines of the Company presently applicable and as may be modified from time to time.

Further you are required to strictly maintain the secrecy and ensure that you do not divulge or communicate in any manner, any information regarding your remuneration or terms of employment to any other employee of the Company or other public at large. If found revealing any of the above information, strict disciplinary action shall be taken.

3. Probation Period

You will be on probation for a period of **6** months from the date of your joining. The probation period is extendable at the sole discretion of the Management by one or more terms of 3 months duration.

4. Notice period

During Probation Period

Your services are liable to be terminated by the company without assigning any reason by giving **30** days notice period or payment of gross monthly salary in lieu thereof on either side. However, in the event of your resignation, the company in its sole discretion shall have an option to accept the same and relieve you prior to completion of stipulated notice period of **30** days or without any pay in lieu of notice period.

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After Confirmation

Your services can be terminated by the company by giving **60** days notice or payment of gross monthly salary in lieu thereof on either side. However, in the event of your resignation, the company in its sole discretion shall have an option to accept the same and relieve you prior to completion of stipulated notice period of **60** days without any pay in lieu of notice period.

5. Working hours

You shall follow the working hours of the company at the place of posting and as informed to you from time to time. Due to the nature of work in this industry, you shall be expected to adjust to extended working hours in case of any pressing commitment. For such extended hours of work you shall not be eligible to claim any overtime or any additional consideration frequently and/or if your job involves shift duties or late night work, you are required to familiarize yourself fully with your own personal effort with the public transport arrangements &safety requirements of any nature and further you are advised to make adequate arrangements for your transport &travel and for your own personal safety.

If you are assigned to a job/temporary duty in an unsafe territory/disturbed area, you are free to point out your requirements of safety.

6. Service rules and regulations

During your employment with the Company, you shall be governed by the Service rules, regulations, employee benefits, policies &procedures of the company detailed in the HR portal. This HR Manual is available to you from the HR Department and is also available online on the HR Intranet. You undertake to familiarize yourself with the HR manual and all amendments incorporated in the same from time to time by logging on to the company's Intranet through your unique identification code provided to you on your joining the company. The terms and conditions laid down in the HR manual and as amended/updated from time to time and published on the HR Intranet, shall be binding upon you, and shall form part of the terms &conditions of your employment with the company.

7. Duties and responsibilities

You shall apply yourself diligently and faithfully to all duties & responsibilities that may be assigned to you from time to time and will conform to such directions that shall be given to you by your superiors.

You will have the responsibility for efficient, satisfactory and economic operation in the areas of responsibility that may be assigned to you from time to time. It is the intention of the Company that every employee of the Company takes upon himself/herself a certain degree of responsibility and is accountable for the work undertaken by him/her.

8. Code of conduct

In addition to your adherence to the Code of Conduct detailed in the HR intranet of the Company, you also abide and understand that you are being hired in a position of trust and confidence and realize your accountability towards protection of Company's interest and matters relating to its business and shall:

(i) Maintain complete confidentiality and high level of integrity in all your actions performed on behalf of the company.

Karvy Stock Broking Limited

(ii) Practice high level of professionalism in business etiquettes, selection of attire, choice of language in conversation & documents and in over all conduct.

(iii) You will help in maintaining &enhancing the congenial, disciplined, participative and supportive work environment created by the company that fosters team spirit and high performance standards.

9. Non disclosure, secrecy and confidentiality

You acknowledge that the business of the Company is highly competitive and that any information concerning the Company's business (including but not limited to Strategies, Methods, Books, Records, Documents, Technical Information concerning its products &Services, Equipment, Processes, Customer Lists, Procurement Procedures, Pricing techniques, Credit &Financial data concerning Company, Customers and Business Affiliates) all comprise confidential business information and trade secrets, etc. vital to the business of the Company.

You hereby agree that you will not at any time during or after your employment period with the Company, make any unauthorized disclosure of any confidential business information or trade secrets of the Company, or make any use thereof, except for the benefit of and on behalf of the Company. For the Purpose of this paragraph, the term "Company" shall also include all affiliates of the Company.

Any disclosure which has not been expressly authorized by the Company shall be called 'Unauthorized Disclosure'. The unauthorized disclosure of confidential information shall constitute a serious misconduct and the Company shall be entitled to take appropriate disciplinary action against you including termination of service. Unauthorized disclosure and use of confidential information of the Company after the termination of your relationship with the Company shall entitle the Company to initiate appropriate legal proceedings, including but not limited to seeking an "Order of Injunction".

10. Non-solicitation & non-compete

You agree and undertake that during the term of your appointment with the Company and for a term of one (1) year after the termination of your appointment with the Company for any reason whether with or without cause, you will not, directly or indirectly solicit, induce, recruit, or encourage any Company employees, who were during the term of your appointment, employees of the Company, to leave their employment, or take away such employees, either for yourself or for any other person or entity without the Company's express written consent. You further agree and undertake that you will not engage in soliciting business or allied business that is similar or competitive with the business of the Company, with those clients with whom you had any contact, during your appointment and for a period of one (1) year after your appointment with the Company ceases.

11. Copyright

The copyright in all the work produced, i.e. literary, artistic, photographic or other work, documents/materials and intellectual property developed and gathered by you during the course of employment shall be and remain the exclusive property of the Company. You shall return the same to the Company on termination or at such earlier time as required by the Company. The work produced shall be the exclusive property of the Company shall be free to deal with the same in such a manner as it deems fit. This para is also applicable to any activity relating to Trade Marks, patentable work or any other activity leading to Intellectual property rights.

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12. Usage of computers

The Company has extensively introduced computerization to improve efficiency and productivity. You herewith agree and undertake to extensively abide by the Information Technology policies and rules framed by the Company from time to time. Any misuse or violation of any of the I.T policy/rule shall make you liable for the disciplinary action by the Company including termination of your appointment and taking appropriate legal proceedings against you.

13. Undertakings:

(i) You agree that the assurances, undertaking, etc., in regard to your education/qualification certificates, work experience certificates, previous employer's certificates and all other certificates, information, declarations and undertakings are true and correct. You undertake that there are no claims, damages or legal actions of any nature instituted against you by any institutions, authorities including previous employer(s). You further undertake that no legal cases of above nature have been instituted against you in past or currently in progress even in your personal capacity. If any of the information or undertaking in relation to above is found incorrect, the Company reserves the right to take appropriate disciplinary action including termination of services.

(ii) You confirm that you have adequately declared in writing any kind of medical problem, which you may have had in past or present, prior to accepting the offer of employment with the company, including alcoholism. You confirm that any such history has been adequately disclosed by you to the company in writing prior to you having accepted the offer of employment in the company.

14. Professional ethics

The company follows highest level of ethics and follows the law of the land in conducting business and offering employment in different geographies. You are required to deal with the Company's information, money, material and documents with utmost honesty and professional ethics. If you are found guilty, at any point of time of moral turpitude or of dishonesty in dealing with the Company's money or material or documents or any affairs/information of the Company or of theft or of misappropriation, regardless of the value involved, the Company shall initiate appropriate action as per its disciplinary action policy, notwithstanding with other terms of the policy, it also includes termination of your services with immediate effect.

15. Safe custody of company property and recovery of dues

You will be responsible for the safekeeping and good condition and order of all the Company property entrusted to your care and charge. The company reserves the right to recover from you any unauthorized expenditure incurred, reposes of any company property lying in your possession, seek refund of any unsettled loan or unsettled advances taken and make a charge on your dues for any payments due to the company from you.

16. Indemnity

You shall indemnify the Company against any loss, damage, proceeding which the Company might suffer due to any wrongful, malafide acts, negligence, gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your services on such count or the right of the Company to seek other remedies which the Company may have to make good the loss or damage.

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17. Exclusivity

During the term of your appointment with the Company, you will work exclusively for the Company and will not engage, in any manner whatsoever, in any other gainful or commercial employment or business or activity, rather part time or full time, directly or indirectly, related to the business in which the Company is now involved or becomes involved during the term of your appointment with the Company, nor will you engage in any other activities that conflict with your obligations of the Company.

18. Severability

If any term of this letter shall be invalid or unenforceable by any Court of competent jurisdiction, the remainder of this letter, other than that portion determined to be invalid or unenforceable, shall be unaffected thereby and each valid term of this letter shall be enforced to the fullest extent permitted by law.

19. Resolution of dispute

All disputes or differences arising in connection with this letter shall be subject to the jurisdiction of courts in Hyderabad only irrespective of your working location that may change as per exigencies.

20. Retirement

You will automatically retire from the services of the company at the end of month in which you attain the superannuating age of 58 years. Your date of birth as recorded with us, will be used to calculate your age of superannuation.

21. Handing over process

In case of your disassociation from the company due to any reason, before relief from the services of the company you will be required to complete your pending tasks and undertake a formal hand-over of charge of your job responsibilities to a designated official of the company identified by the Head – HR or your immediate supervisor. In case of your departure without completing the hand-over procedure as per the then prevailing policy of the company, the company reserves the right not to settle your accounts and not to pay any amounts as might be payable to you as far as may be permissible to hold under the applicable laws.

Further, in case of your disassociation from the company as aforesaid, you shall hand over to the designated personnel all material, information and property belonging to the company and in your possession at the earliest and not later than the last working day.

Karvy Stock Broking Limited



22. Termination of employment

Under certain specific circumstances as mentioned below, your employment can be terminated by the company anytime without providing any notice or compensation in lieu of notice whatsoever.

(i) Breach of any terms of this appointment, code of conduct, Policies &procedures of the company detailed in the HR manual, published on the company's Intranet or any rules made by the Company from time to time.

(ii) In the company's opinion; any act of gross misconduct &indiscipline on your account, De-falsification, Dishonesty, Misappropriation, Dereliction of duty in discharging your duties and functions, Unpunctuality, Neglect of duty.

(iii) Absence from your normal place of work for more than Seven (7) days continuously without appropriate reasons & prior sanction of leave.

- (iv) Consistent non--performance by you as per the verdict of the company.
- (v) Of your being convicted of any Criminal offence.

(vi) Of your mental or physical incapacity to discharge your functions.

In the event of intended termination from services on the grounds mentioned above, the company will seek your explanation in writing detailing the breach and will provide you seven days time for furnishing your explanation formally. The company reserves the right to accept or reject any such explanations provided by you and at the same time, the Company reserves the right to terminate your services without notice and explanation, with immediate effect, where the Company is prima-facie convinced of the breach of a serious nature. The company's decision to discontinue your services shall remain final and binding on you.

23. General

Employees may please note that their behavior towards any member of the public that they come across should be courteous. The Management reserves the right to take disciplinary action against any employee, who has been found to have misbehaved with any member of the public or any other individual.Further,

(i) The company will deduct taxes as appropriate and consistent with the Indian Tax regulations. You will be responsible for your tax liabilities under all applicable Tax Laws and Regulations.

(ii) You may be required to undertake travel on Company's work as and when required. In case of travel on Company business, you are entitled to such travel expenses/allowance as may be in force from time to time.

Karvy Stock Broking Limited

(iii) In case of any change in your residential address or any relevant changes in your personal data during the pendency of your employment with the Company, it shall be your duty to intimate the same to the Company in writing within three days from the date of change.

(iv) All communications mailed to you by the Company to the last address given by you shall be deemed to have been received by you.

(v) The terms and conditions contained herein shall be read along with the instructions, guidelines, policies, etc., and amendments thereof as presently applicable to you and as may be amended from time to time.

(vi) Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by HR manual/intranet and other policies and procedures of the Company as presently applicable and as may be amended from time to time.

(vii) You shall not do anything or cause to do anything which shall bring dishonor and/or disrepute to the Company or engage in unlawful/immoral activities.

(viii) If at any time you are involved in any legal/administrative/quasi-judicial proceeding(s), you shall immediately inform the Company the details thereof.

(ix) You shall not at anytime use your association with the Company to gain unfair advantage for personal purposes.

(x) In the event of termination of your employment by the Company and/or your resignation before completion of 12 months in service, you will need to refund Joining bonus paid to you at the time of joining , all or any expenses incurred by the Company on account of your Relocation.

24. Address for the purpose of Communication

Any communication sent to the following address shall be deemed to be proper service of the communication:

Mails sent to the address: Company: Karvy Stock Broking Limited., Email Id: hrhelpdesk@karvy.com Fax: +91 040-23311968 Employee Personal email id: mounikachowdary724@gmail.com

The parties undertake that they shall communicate/update any change in address within one month of any change taking place in the above particulars and the said change shall be deemed to become effective if sent by Registered Post to the above address or the personal email id or fax number of the parties mentioned above.

The terms and conditions that are not specifically set forth in this letter will be determined pursuant to the applicable laws of India and the Company's policies and code of conduct, which may be amended from time to time.

Karvy Stock Broking Limited



This Agreement shall be governed by and construed in accordance with the law of India. If you are in agreement with the conditions outlined in this letter including the annexures, please signify your receipt and acceptance and return a copy of this letter to us.

We wish you a long and happy association with us.

Thanking you, for **Karvy Stock Broking Limited** Sd/-

Karuna Kamath Assistant General Manager Human Resources

Please Note : This is an on-line letter, hence, does not require any authorized signature.

Enclosed : Compensation Structure - Annexure I

Acknowledgement and Acceptance

I have read and understood the above Terms & Conditions hereby signify my acceptance

Name:

Golla Mounika

Annexure – I

Grade:	SB (Officer)	Location	Hyderabad
Name:	Golla Mounika	Designation:	Online Advisory

Compensation Structure

Particulars	Amount in INR per month	Amount in INR per annum
Basic	3,330	39,960
HRA	2,000	24,000
Other Allowance	7,417	89,004
Provident Fund (Employer Contribution)	400	4,800
Advance Bonus	670	8,040
Conveyance	1,600	19,200
Medical	1,250	15,000
Fixed CTC	16,667	2,00,000

(Rupees Two Lakhs only)

Other benefits:

Personal Accident Cover:	:	Personal accident cover for self in cases of death or disability
Mediclaim	:	Covered under ESIC or Mediclaim Insurance for Self, Spouse and Two children, whichever is applicable.
Gratuity	:	As per Gratuity Act

Note:

Compensation is a personal & confidential matter between you and the Company. You are not supposed to discuss or share this with anyone. Any discussion or disclosure of your compensation with anyone other than your department head or HR is liable for disciplinary action.

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Karvy Stock Broking Limited



ADP Private Limited

Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082 Ph: +91 40 6757 0000

Welcome to the ADP Family! We are thrilled to have you with us and look forward to an enriching relationship ahead. We are sure you would have received an e-copy of your offer letter and enclosed is a physical copy of the same offer letter

As a part of our onboarding process, the enclosed documents are required to be filled and submitted on the day of joining.

- Two copies of passport size photograph
- Confidentiality Agreement
- Code of Business Conduct & Anti Bribery Policy
- Provident Fund declaration and transfer form (Please use the transfer form only if you wish to transfer the PF account from the current/past employer to ADP)
- Bank application form(s) for your salary account
- Joining Details Form

Please ensure to report at the ADP office no later than 9.00 AM on the day of joining. Kindly bring along the following documents in case you have not submitted them to us earlier:

- 1. Relieving/Experience letter from the last employer (If applicable)
- 2. PAN card copy

Please feel free to connect with your candidate manager in case of any queries on the offer.

Your Back Ground Check has been initiated and a third party team will be reaching out to you shortly on the same.

For any on-boarding assistance, please email to hyderabadhrsharedservicesteam@adp.com

The ADP family wishes you a fun-filled, fulfilling journey ahead.

Best Regards,

ADP Human Resources



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ADP Private Limited

Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082 Ph: +91 40 6757 0000

04 December, 2018

S Maha Laxmi Sunkari 16/9/569/3/b, old malakpet ,hyderabad , malakpet~, Hyderabad 500036

Dear S Maha Laxmi,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	GI LI
Date of Joining:	On or Before 12 Aug, 2019
Compensation:	Gross Compensation of Rs.200,002/- (Rupces Two Lakh and Two Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached).
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining, during this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side.ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincere

Vipul Singh (Vice President & Head HR)

S. Balat:

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ADP Private Limited

Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082 Ph: +91 40 6757 0000

Details of Compensation

Name : S Maha Laxmi

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
Basic Salary	4,130	49,560
House Rent Allowance (40% of Basic Salary)	1,652	19,824
Flexible Benefits**	2,039	24,468
Special Allowance	3,727	44,724
B. Bonus (20% of Basic Salary paid monthly)	826	9,912
C. Standard Benefits		
Provident Fund***	1,192	14,304
Gratuity	199	2,388
Gross Compensation (A+B+C)	13,765	1,65,180

Variable Performance Incentive (VPI)# (will range	0%	100%	175%	
from 0% to 175% based on performance)	0	19,822	34,688	
EOC Allowance		15,000		
Total CTC (Gross + VPI + EOC Allowance)##	2,00,002			

In addition to the gross yearly compensation, the associates' contribution of Rs. 2,861 and employer's contribution of Rs. 7,766 towards ESI would be borne by ADP.

* Indian Rupees

** Flexible Benefits include Medical Reimbursements, Leave Travel Allowance and Child Education Allowance

*** PF will be deducted as per the statutory norms

[#] These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Government slab

S. Daboy-

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Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

<u>Provident Fund:</u> Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

<u>Gratuity:</u> The Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

S. Dahaf:



The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.

For those members who joined the organization after January 1st, Leave entitlement for the period between your date of joining and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You wil! be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.



Feb 11, 2019

Alveera hussain

Letter of Appointment

Dear Alveera hussain,

- **1.0 Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.
- **2.0 Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- **3.0 Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.
- 4.0 Documentation: You are required to furnish the following at the time of joining duty-
 - 4.1 Proof of age;
 - 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
 - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
 - 4.4 8 (eight) passport sized photographs;
 - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
 - 4.6 Photocopy of Passport, if available.
 - 4.7 Photocopy of your Aadhaar Card with number
 - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
 - 4.9 ESIC Number of previous employment.
 - 4.10 Any other documents as may be required by the Company.
- **5.0 Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

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Sal Prasad Samudrala		
Deputy Manager - Human Resources		
Hinduja Global Solutions Limited		he Appointment Letter and I fully understand and erms & conditions contained herein
	-	er ms & conultions contained herein
	Signature:	
	Name:	
	Date:	
Encl: Annexure – I & II		

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

- 2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

- 2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with 2 month's notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 Confidentiality: You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

- Intellectual Property: The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc
 - **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 Transfer:
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows:-
- 2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

Working Hours – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 Double Employment Prohibited:3.2.1 You will devote full time and attenti

You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

2.5

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- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing in each case.
- 3.3 Contact Details: You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves it's right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verification:
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence. criminal. economic or otherwise:
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings: Notwithstanding anything contained herein, the company hereby reserves it's right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- **5.0** Validity of Appointment Letter: This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- **6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation: You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees,(b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Comp any's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 Non-Compete: The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation. The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- **10.0** Interpretation/Severability. If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach. Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or has such party of any not party of any to remedy under this Letter of appointment will preclude the enforcement by such party is entitled by law to enforce.
- **12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- **13.0 Relocation**: expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from data of joining. You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.
- 14.0 Maternity Benefit: All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- **15.0** Acceptance: If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

		ANNEXURE II	- SALARY & A	LLOWANCES			
Candidate Name		Alveera hussain					
Designation		Trainee Process Consulta	int	-			
Grade		PC2			ocation		erabad
Components			w.e.f - DO	J		Monthly	Annual
D '			"A" FIXED			(100	74200
Basic House Rent Allowance						6190 2476	74280 29712
Shift Allowance						5000	60000
Skill Allowance						1810	21720
"A" Sub-total – Gross Pay						15476	185712
A Sub-total - 010331 ay		"B" R	ETIRAL BENE	FITS		15470	105/12
Advance against Statutory I	Bonus	D K		115		516	6190
		y) – Employer's Contribution				743	8916
Gratuity (@ 4.81% of Basic	-	,				298	3576
		ed Gross pay) – Employer's Con	tribution			760	9120
"B"Sub-total- Retiral ber			cribution			2317	27804
Total Salary Cost (A + B)						17793	213516
		"C'	" VARIABLE PA	Y			
Performance Incentives (@	100% of g	given achievement targets)				2000	24000
"C" Sub-total - Variable						2000	24000
Total Cost to Company (A	A + B + C)					19793	237520
			NCE / OTHER	BENEFITS			
Total Cost to Company : (A	$A + B + C \cdot$	+ D)				19793	237520
Benefit / Scheme Performance			Description	<u>1</u>			Value / PA
incentives	Will be paid upon completion of anniversary / annual appraisal (@100%).				Rs. 24,000 p.a**		
Subsidized Transport Service	An indicative cost of Rs.16,200/-Per annum towards transport subsidy is incurred by the employer for commuting between home to office and back. Facility to avail but no encashment is given if not availed.				Rs. 24,000 p.a**		
Group Insurance in Lieu of EDLI (Under PF Act)					Rs. 6,02,000.00*		
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -				Rs. 6,00,000.00**		
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -				Rs. 1,00,000.00**		
ESI Scheme	Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act.				As applicable*p.m		
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.				As applicable*		
Advance against provisional minimum statutory bonusProvided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land				As applicable*			
Provident Fund	You will l	oe covered under Employees Prov	vident Fund (EP	F) Scheme under	PF Act.		12% of Basic Pay* p.m
Income Tax	Appropr	iate Income tax would be deducte	d in the payroll	every month.			As applicable*p.m
Professional Tax	If any as p	per the applicable rules in your st	ate.				As applicable*p.m
		Performance Incer	ntive Ratings and	d Earnings Table:			
Process Target achievement	t	Below Expectations	100)%	115	5%	125%
risess in set at nevelien		F • • • • • •					

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Sai Prasad Samudrala Deputy Manager - Human Resources Hinduja Global Solutions Limited

Alveera hussain Date:

i As per ESIC, family means all or any of the following relatives of an insured person namely :- a spouse, a minor legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and department parents

amazon[®] Development Centre (India) Private Limited

LETTER OF INTENT

Date: 21/02/2019 Name: Syeda Saima Hashim

Dear

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of *Customer Service Associate* at Hyderabad Facility of Amazon Development Center India Pvt. Ltd. (the "Company").

Please treat this as a letter of intent ("LOI") valid for a period of 365 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 365 day period and the same is accepted by you. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stands automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person.

You are required to submit the following documents:

- Copies of the Educational Certificate (from Class 10th till the highest education)
- Relieving letter from the previous employer/s (if applicable)
- Service letter from the previous employer/s (if applicable)
- Last payslip from the previous employer/s (if applicable)
- Form 16 (if applicable)
- Address Proof
- Passport Size Photographs (6)
- Copy of PAN card

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. 2/20.500/2 per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per the Company's policies.

Laxmi Infobahn Private Limited, IT/ITES SEZ, Floor 3rd, 4th, 5th, 6th & 7th in Tower-1, Survey No 107-(P), Kokapet Village, Gandipet Mandal, Ranaga Reddy District, Hyderabad-500075. Telangana. CIN-U72200KA2004FTC034233



Development Centre (India) Private Limited

You are hereby notified that you are not employed in the absence of your accepting the Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 365 day period referred to herein or thereafter or with respect to the base pay as mentioned herein as the same is merely indicative.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

You are required to return the duplicate copy of this letter duly signed indicating your acceptance of the terms and conditions stated above, along with the documents aforementioned. Acceptance of this LOI will be construed as a confirmation that you do not have any obligations arising from any contract or otherwise in favor of a prior employer or third party, which would impose restrictions on your ability to accept employment with the Company and carry out your functions and duties towards the Company upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to call us on 7799882820.

Yours sincerely,

For AMAZON DEVELOPMENT CENTRE (INDIA) PVT LTD

Sr Manager HR

of Manager

ACCEPTANCE OF LOI

I accept the terms set forth in this letter:

Ru

21/02/2019

Signature

Laxmi Infobahn Private Limited, IT/ITES SEZ, Floor 3rd, 4th, 5th, 6th & 7th in Tower-1, Survey No 107-(P), Kokapet Village, Gandipet Mandal, Ranaga Reddy District, Hyderabad-500075. Telangana. CIN-U72200KA2004FTC034233

Date



amazon[®] Development Centre (India) Private Limited

LETTER OF INTENT

Date: 21/02/2019 Name: Khansa Shakeel

Dear

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the position of Customer Service Associate on a Fixed Term Employment for term less than 12 months at Hyderabad facility of Amazon Development Center India Pvt. Ltd. (the "Company").

Please treat this as a letter of intent ("LOI") valid for a period of 365 days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on your or our side unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid 365 day period and the same is accepted by you. The issue of an Offer Letter to you is subject to the Company's future business requirements and will be issued at the sole discretion of Amazon. Upon issue of the Offer Letter, this LOI stands automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person.

You are required to submit the following documents:

- Copies of the Educational Certificate (from Class 10th till the highest education)
- Relieving letter from the previous employer/s (if applicable)
- Service letter from the previous employer/s (if applicable)
- Last payslip from the previous employer/s (if applicable)
- Form 16 (if applicable)
- Address Proof •
- Passport Size Photographs (6) .
- Copy of PAN card

Upon signing the Offer Letter, you would be eligible to a Base Pay of Rs. $\frac{2020.500}{-100}$ per annum. The same may be revised at the time of the issuance of an Offer Letter as per prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part. In addition, you will be eligible for benefits as per the Company's policies.

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Laxmi Infobahn Private Limited, IT/ITES SEZ, Floor 3rd, 4th, 5th, 6th & 7th in Tower-1, Survey No 107-(P), Kokapet Village, Gandipet Mandal, Ranaga Reddy District, Hyderabad-500075. Telangana. CIN-U72200KA2004FTC034233



amazon[®] Development Centre (India) Private Limited

You are hereby notified that you are not employed in the absence of your accepting the Offer Letter. This LOI relates only to your potential employment with the Company and does not constitute an offer of employment with respect to the Company or any affiliate or related entity. Further, this LOI does not create or vest any rights in you to be issued an Offer Letter whether within the 365 day period referred to herein or thereafter or with respect to the base pay as mentioned herein as the same is merely indicative.

In the event that you receive an offer of employment from any other employer (apart from the Company), you are requested to immediately intimate the Company in writing of such offer.

You are required to return the duplicate copy of this letter duly signed indicating your acceptance of the terms and conditions stated above, along with the documents aforementioned. Acceptance of this LOI will be construed as a confirmation that you do not have any obligations arising from any contract or otherwise in favor of a prior employer or third party, which would impose restrictions on your ability to accept employment with the Company and carry out your functions and duties towards the Company upon employment, if and once the Offer Letter is issued,

For any queries, please feel free to call us on 7799882820.

Yours sincerely,

For AMAZON DEVELOPMENT CENTRE (INDIA) PVT LTD

Vaibava Kamalasanan Sr Manager, Recruitment

ACCEPTANCE OF LOI

I accept the terms set forth in this letter:

have Vallee

Signature

Date

Loxmi Infobohn Private Limited, IT/ITES SEZ, Floor 3rd, 4th, 5th, 6th & 7th in Tower-1, Survey No 107-(P), Kokopet Village, Gandipet Mandal, Ranaga Reddy District, Hyderabad 500075. Islangana. CIN-U72200KA2004FTC034233

Feb 12, 2019

Bharatula krishna priya

Letter of Appointment

Dear Bharatula krishna priya,

- **1.0 Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.
- **2.0 Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- **3.0 Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.
- 4.0 Documentation: You are required to furnish the following at the time of joining duty-
 - 4.1 Proof of age;
 - 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
 - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
 - 4.4 8 (eight) passport sized photographs;
 - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
 - 4.6 Photocopy of Passport, if available.
 - 4.7 Photocopy of your Aadhaar Card with number
 - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
 - 4.9 ESIC Number of previous employment.
 - 4.10 Any other documents as may be required by the Company.
- **5.0 Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

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Sal Prasad Samudrala		
Deputy Manager - Human Resources		
Hinduja Global Solutions Limited		he Appointment Letter and I fully understand and erms & conditions contained herein
	Signature:	
	Name:	
	Date:	
Encl: Annexure – I & II		

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

- 2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

- 2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with 2 month's notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 Confidentiality: You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

- Intellectual Property: The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc
 - **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 Transfer:
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows:-
- 2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

Working Hours – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 Double Employment Prohibited:3.2.1 You will devote full time and attenti

You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

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- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing in each case.
- 3.3 Contact Details: You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves it's right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verification:
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence. criminal. economic or otherwise:
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings: Notwithstanding anything contained herein, the company hereby reserves it's right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- **5.0** Validity of Appointment Letter: This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- **6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation: You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees,(b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Comp any's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 Non-Compete: The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation. The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- **10.0** Interpretation/Severability. If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach. Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or has such party of any not party of any to remedy under this Letter of appointment will preclude the enforcement by such party is entitled by law to enforce.
- **12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- **13.0 Relocation**: expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from data of joining. You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.
- 14.0 Maternity Benefit: All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- **15.0** Acceptance: If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

		ANNEXURE II	- SALARY 8	ALLOWAN	CES		
Candidate Name		Bharatula krishna priya					
Designation		Trainee Process Consult	ant	1			
Grade		PC2			Location		lerabad
Components			w.e.f - l "A" FIXED			Monthly	Annual
D '			"A" FIXED			(100	74200
Basic House Rent Allowance						6190 2476	74280
Shift Allowance						5000	60000
Skill Allowance						1810	21720
"A" Sub-total – Gross Pay	,					15476	185712
ii bub total drossi uy		"B" R	RETIRAL BEN	NEFITS		10170	100712
Advance against Statutory	Bonus					516	6190
) – Employer's Contribution				743	8916
Gratuity (@ 4.81% of Bas						298	3576
		ed Gross pay) – Employer's Con	tribution			760	9120
"B"Sub-total- Retiral be						2317	27804
Total Salary Cost (A + B)						17793	213516
		"С	" VARIABLE	PAY			
	0 100% of g	iven achievement targets)				2000	24000
"C" Sub-total - Variable				24000			
Total Cost to Company (A + B + C) 19793				237520			
T • 10 • • 0			ANCE / OTH	ER BENEFITS		10-00	
Total Cost to Company : (Benefit / Scheme	A + B + C +	· DJ	Descript			19793	237520
Performance			Descript				Value / PA
incentives	Will be paid upon completion of anniversary / annual appraisal (@100%).Rs. 24,000 p.a			Rs. 24,000 p.a**			
Subsidized Transport	An indicative cost of Rs.16,200/-Per annum towards transport subsidy is incurred by the employer for			Rs. 24,000 p.a**			
Service	commuting between home to office and back. Facility to avail but no encashment is given if not availed.			KS. 24,000 p.a			
Group Insurance in Lieu of EDLI (Under PF Act)	An Insurance benefit in the event of demise of an employee is provided under this Group Insurance Scheme during an employees term, to his Nominee/Family:			Rs. 6,02,000.00*			
Group Personal	You are covered under group personal accident insurance policy of the company for a sum of -			Rs. 6,00,000.00**			
Accident Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -			Rs. 1,00,000.00**			
	Self and your dependent family members as declared will be covered under the Employees State						
ESI Scheme	Insurance (ESI) Act.						
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.			As applicable*			
Advance against provisional minimum statutory bonusProvided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land			As applicable*				
Provident Fund You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.			12% of Basic Pay* p.m				
Income Tax	Appropriate Income tax would be deducted in the payroll every month.			As applicable*p.m			
Professional Tax	If any as per the applicable rules in your state.			As applicable*p.m			
		Performance Ince		and Earnings T	Table:		
Process Target achievemen	it	Below Expectations		100%	11	15%	125%
PI Eligible amount (Rs. p.a.)		0	-	24000	25	7600	30000

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Sai Prasad Samudrala Deputy Manager - Human Resources Hinduja Global Solutions Limited

Bharatula krishna priya Date:

i As per ESIC, family means all or any of the following relatives of an insured person namely :- a spouse, a minor legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and department parents



College/Institute Name: St. Anns College for Women.

Date: 22 01 19

Subject: Expression of Interest - Campus

Dear_K. Sushma Ramesh.

We are pleased to convey through this Expression of Interest letter that you are being considered for the position of < <u>Representative</u> > provided you successfully complete your graduation and fulfill other requirements. This letter is intended only as an overview of the potential offer from Concentrix Daksh Services India Private Limited (hereinafter, 'Concentrix'/ 'Company'). The detailed terms and conditions of employment will be contained in an Appointment letter (if any), which may be issued by the Company and may contain additional provisions to those herein.

- 1. Your initial place of work shall be at the company's discretion and can be at any Concentrix locations.
- You will be required to bring the following documents at the time of joining: (i) the Original copy of this letter;
 (ii) the Originals and 2 set of photocopies of the documents mentioned in Mandatory Document Checklist.
- This Expression of Interest shall remain valid for a period of 30 days from the date of your Final Examination. Considering the candidature beyond the 30 day period would be as per the requirement in the organization.

On submission of the above-mentioned documents, the Company may issue you an Appointment Letter with details of all service terms and conditions and salary structure along with a proposed date of joining. If any information furnished by you in your application or during the selection process is found to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may withdraw this expression of interest without any notice. We encourage you to contact us at <u>campusplacements@concentrix.com</u> at least a week prior to your coming to cur office.

K. Sushma:

CNX/REC/ART/AGHR/EOI/4.0

Concentrix Daksh Services India Private Limited 7th Floor, SRK Destiny, VIP Road, Visakhapatnam - 530002, Andhra Pradesh +91 0891 4530217 Registered Address: R Cube, Suite Nos - 06 & 07, Lower Ground Floor Level, Shivaji Stadium Metro Station, Airport Express Line, New Delhi – 110001, India +91 11 4701 6288

CIN: U72200DL1999PTC102972

info@concentrix.com • www.concentrix.com

CONCENTRIX

Please note that this letter is not an offer of employment or a legally binding contract of employment. An offer for employment shall be made to you at the sole discretion of the Company and there is no obligation on the Company to do so. An employee-employer relationship between you and the Company shall be established only upon the Company's issuance and your acceptance of a legally binding contract of employment.

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

Yours sincerely,

nishna Alladurgam Authorized Signatory Name Date

Concentrix Daksh Services India Private Limited

Name of Candidate: K. Sushma Ramesh.
Dato: 22 01 19
Signature of Candidate: K. Suchma

CNX/REC/ART/AGHR/EOI/4.0

Deloitte.

Deloitte Consulting India Private Limited

Deloitte Tower 1, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad – 500 032

Tel: +91 040 67621000 www.deloitte.com

Ms. Alveera Hussain 503, Noble Residency Masab Tank, Hyderabad - 500028

Subject: Offer of Employment

Dear Alveera Hussain:

On behalf of **Deloitte Consulting India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Engagement Controller Analyst** based in **Hyderabad**. 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 on **August 19, 2019**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. As part of your annual compensation, you will receive a Total Salary of **Rs.3,00,000**/- and, will be eligible for a performance linked variable bonus. At your level, the variable bonus opportunity could range from **0-10%** of your Total Salary. The actual paid amount could vary depending upon the business and individual performance each fiscal year and, in some situations, could exceed the payout range indicated. Any amounts paid will be subject to statutory and other deductions as per Employer policies and practices. The details of your compensation breakdown are provided in the attached Annexure A.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Your employment with us will be governed by the Terms and Conditions as detailed in **Annexure B**, as well as any and all rules, regulations, guidelines, policies and practices of the Employer, which may be amended from time to time. Deloitte LLP and its U.S.-based subsidiaries (the "Deloitte U.S. Firms") require their employees to make the necessary representations regarding independence and other matters. Because the Employer is an Indian subsidiary of Deloitte LLP, we must also comply with these independence requirements. Accordingly, this offer is conditional upon you agreeing to make such representations under the Employer's Independence Representations requirements, as further explained in **Annexure B**. 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 **August 19, 2019**, or an alternative mutually agreed upon date. At the time of joining, it is mandatory for you to submit the documents mentioned below.

This offer letter, together with the Annexures described herein, and the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement, the Information Security Policy (which you are required to sign upon joining), constitute the entire agreement between the parties with respect to the subject matter of this offer, and supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Employer or its affiliates.

In compliance with applicable laws, Deloitte U.S. India provides its professionals with home pick-up and drop transport services if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:30 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Delhi and Bengaluru. Additionally, in Mumbai and Delhi, the firm also provides day-transportation services from central locations to the office and back, at time periods other than those stated above and the associated costs for this conveyance allowance is INR 2,000, deducted on a monthly basis from the payroll, for professionals choosing to opt for the service.

This letter and **Deloitte Consulting India Private Limited** employment application are intended to be final. To accept the offer and the terms of this letter, please sign below in the space provided within three business days.

Alveera Hussain, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team.

Sincerely,

For Deloitte Consulting India Private Limited

Best regards,

— DocuSigned by: Anuradha Panday, — 22BCAE6A5F3E4BF...

Authorized Signatory

Ms. Alveera Hussain

Acceptance

I, Alveera Hussain, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by: Alurere A27916BBE96C487...

Signature

Date

Annexure A

Ms. Alveera Hussain

. . . .

Associate Engagement Controller Analyst

Description	Monthly	Annual	
	(Rs. per month)	(Rs. per Annum)	
Basic Pay	8,750	1,05,000	
House Rent Allowance (HRA)	4,375	52,500	
Special Allowance ^{1a & 1b}	4,175	50,100	
Leave Travel Allowance ²	875	10,500	
Meal Card ³	2,200	26,400	
Differential Allowance(L)	2,825	33,900	
Employer's contribution to PF	1,800	21,600	
Total Salary (in Rs.)	25,000	3,00,000	
Variable Bonus*	You will be eligible for a performance linked variable bonus. If applicable, it will be paid out on the 31st of August on the basis of your performance and performance of the business		
Medical Insurance Premium ⁴	1,448	17,378	

* The Variable Bonus will vary, primarily based on your performance and the performance of the business, during the Employer's fiscal year which is June through May. Your performance will be formally assessed as a part of the Employer Performance Review Cycle Process. At your level, the variable bonus opportunity could range from 0-10% of your Total Salary. The actual paid amount will vary depending upon the business and individual performance and in some circumstances, could exceed the payout range indicated. The performance of all the employees who have joined the Employer prior to March 1st will be assessed for the fiscal year ending in May. The disbursement of a Variable Bonus, if applicable, is subject to you being active on the rolls of the Employer on August 31st following the close of the fiscal year. For employees joining during the period March 1st to May 30th, a prorated Variable Bonus, if applicable, will be based on the first year-end review ratings in the subsequent year and paid on August 31st of that subsequent year. The Variable Bonus will not be paid in the event of termination of employment for any reason on or before the disbursement time. The application and interpretation of, and any determinations related to, the Variable Bonus is at the sole discretion of Employer. Employer may amend or terminate the Variable Bonus at any time.

All compensation and benefits are based on employee's position with the Employer in India.

Contd/-

Annexure A

¹ All employees may claim tax exemption, subject to tax rules from time to time, from their Special Allowance component, expenses incurred towards communication and Driver / Fuel & Maintenance Expenses as per eligibility mentioned below:

	^{1a} Communication Expenses	^{1b} Fuel Expenses
Employee in Level -	Only one Post paid mobile, one Land Phone and One internet	Petrol / Insurance / Repairs &
Associate Engagement Controller Analyst	connection bill(s) can be claimed.	Maintenance
	Rs.3,000/- per month	Rs.7,500/- per month

^{1a} The internet/telephone/mobile bills should be in the Employee's name.

^{1b} For claiming vehicle running expenses (Driver / Fuel / Repairs & Maintenance expenses) the vehicle has to be in the name of the Employee and the current tax rules are as under. The above limits will be applicable for all those who are on company car lease program and the below limits will apply for all those who are on self-owned car. In case of company leased car, taxability would be as per the current perquisite valuation rules.

	Own Vehicle – Maximum Tax exemption limit per month			
Nature of Expenses	4 Wheelers (Er	Two Wheelers		
_	<= 1600 cc	> 1600 cc		
Fuel & Maintenance	Rs. 1,800	Rs. 2,400	Rs. 900	
Driver's Salary	Rs. 900	Rs. 900	Not applicable	

All employees at and above **Senior Staff** are eligible for the company car lease program. If you choose to avail of this benefit, the amount towards lease rental will be paid by the firm on your behalf to the leasing company and your compensation structure will be adjusted accordingly. A revised letter with the new compensation structure will be issued that will supersede this letter for all practical purposes.

- ² The Leave Travel Allowance (LTA) will be paid on a monthly basis as an allowance with tax deducted at source. If you choose to avail the tax benefit on LTA, you should submit proof of expenses incurred by you for Self and / your immediate dependents. The taxability or otherwise of LTA will be as per the Income Tax Act 1961, details of which will form part of the LTA Form.
- ³ Meal Card amount will be credited at the start of each month and for the first month (For New Hires) prorated amount will be processed as part of payroll. If not collected, it will be processed as a taxable amount with the salary.
- ⁴ Annual Floating Medical Insurance Coverage for self and **6 dependents** is being paid by the Employer on your behalf. The premium amount is subject to change every year post renewal of insurance policy. In case you opt for an enhancement of the coverage limit, the additional premium will be adjusted accordingly from the special allowance.

You may also receive additional benefits including and not limited, to amounts in cash and or in kind, which could be referred as rewards, awards, and gifts, as are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

Original bills towards the above components should be submitted during the Income Tax fiscal period evidencing the expenditure to get Income Tax exemption, failing which the same will attract applicable Income Tax.

Submission of false, tampered or altered bills as proof of expense for any of the above components will result in disciplinary action including termination of employment.

Your compensation above is subject to income tax deduction per rules and guidelines prescribed under the prevailing tax laws. This may change from time to time in line with the amendments done in tax laws.



Alveera Hussain

Hyderabad

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Consulting India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office at **Deloitte Tower 1**, **Survey No. 41**, **Gachibowli Village**, **Ranga Reddy District**, **Hyderabad** – **500 032** (the "Employer") as **Associate Engagement Controller Analyst** and other valuable consideration, I acknowledge and agree that:

PRELIMINARY MATTERS

- 1. **Defined Terms.** The italicized terms in this agreement (the "Employment Agreement") are defined in **Exhibit A** hereto.
- 2. Pre-existing Agreements or Arrangements. I warrant and agree that I have listed on Exhibit B all Preexisting Agreements or Arrangements. The Employer expects me to abide by all restrictions or obligations that are contained in such Pre-existing Agreements or Arrangements and to avoid involvement, while employed by the Employer, in any matter that could pose a conflict as a result of confidential information or intellectual property obtained by me prior to my *Employment*. I further represent that none of these restrictions or obligations, including those set forth in any non-compete agreements with prior employers, is inconsistent with my acceptance of the Employer's offer of Employment or my becoming, and serving as, Associate Engagement Controller Analyst of the Employer. To the extent applicable and if I am joining the Employer after having served as an employee or official of the United States Government, I further represent that: (1) I have disclosed my prior participation, if any, in any discussions or negotiations with, or decisions to award contracts to, the Deloitte U.S. Firms while I was employed by the United States Government; and (2) I had either recused myself or had not played an active role in the applicable United States Government agency's decision to award any contracts to the Deloitte U.S. Firms while I was employed by the United States Government.

PROTECTION OF OUR BUSINESS

- 3. **Reporting of** *Proceedings*. Except as provided by law and except as I have disclosed in writing in **Exhibit C** to this Employment Agreement, I represent and warrant that I have no *Proceedings* to report. Should I become a subject of any *Proceedings* during my association with the Employer, I agree to immediately report, in writing, all relevant facts to the Chief Talent Officer of Deloitte LLP, the Regional Talent Director of the Employer, and the Chief Ethics and Compliance Officer of Deloitte LLP. I understand that my responses are subject to audit and review by the Employer and others in accordance with applicable professional, ethical, legal, or Employer requirements, rules, regulations, policies, or practices, or other requests.
- 4. **Confidentiality.** I acknowledge that, by virtue of my *Employment*, I will acquire and be exposed to, have access to, make use of and/or create *Confidential Information*. Therefore, I agree to hold in trust and confidence all such *Confidential Information*. I will neither disclose any such *Confidential Information* to anyone outside a *Deloitte Entity* without the prior written approval of an *Authorized*

Signatory, except as required by my authorized duties for the Employer, nor use any such *Confidential Information* for any purpose other than for the benefit of a *Deloitte Entity*.

- 5. **Third Party Information and Property.** I agree that during my *Employment*, I shall not use or disclose any Confidential Information or Intellectual Property of any former employer or other person or entity without the prior written authorization of such employer, person or entity and the prior written consent of an *Authorized Signatory*. If I were to use or disclose any such Confidential Information or Intellectual Property without prior consent, and any of the *Deloitte Entities* become the subject of any claim from a third party regarding such unauthorized use or disclosure, I agree to hold harmless and indemnify the *Deloitte Entities* for any legal defense costs and/or damages related to any such claim.
- 6. **Authorization**. Only employees of the Employer holding a senior or managerial position with the Employer will be authorized by a specific authorization, delegation, or power of attorney to sign legal documents, representing the Employer. Similarly, only such authorized employees of the Employer may speak about the Employer, the business and plans, various client-related projects etc.
- 7. **Competing Activities and Conflict of Interest.** During the period of my *Employment* I will not, directly or indirectly, participate in or in any way render services or assistance to any business that is or may be competitive with a *Deloitte Entity*, whether or not for compensation, or engage in any conduct which might result in, or create the appearance of using my position for private gain or other than for the benefit of a *Deloitte Entity*, or otherwise create a conflict, or the appearance of a conflict, of interest with a *Deloitte Entity*. Such conduct shall include, but not be limited to, having an undisclosed financial interest in any vendor or supplier of a *Deloitte Entity*, accepting payments of any kind or gifts other than of a nominal value from vendors, clients or suppliers, or having an undisclosed relationship with a family member or other individual who is employed or associated with any entity in active or potential competition with a *Deloitte Entity*, and which creates a conflict of interest. I represent and warrant that I am not currently aware of any present or past violation of this provision.
- 8. Authorization to Access Systems and Electronic Communications and use of Deloitte Property. I understand that while employed with a Deloitte Entity, I will use and have access to the Systems. I also acknowledge that a Deloitte Entity has the right at any time to access, retrieve, delete, monitor, examine, use and/or disclose my Electronic Communications and information from (or about) me and the content, without notice to me, and that such Electronic Communications are considered part of a Deloitte Entity's business and client records and are not to be considered private or personal to me or any other Personnel. I further acknowledge that this right extends to Electronic Communications transmitted for either a business or personal purpose.

I agree that I am authorized to access the *Systems* only for approved business purposes and occasional personal use if such use does not interfere with my work responsibilities and other required business activities, business operations, or *Systems* performance. However, I also acknowledge that such occasional personal use does not create an expectation of privacy as to any of my personal *Electronic Communications* and, as such, are *Deloitte Property*.

I further acknowledge that I am not authorized to use the *Systems* for personal gain or any illegal or unethical use. I agree that under no circumstances am I authorized to access any of the *Systems* for the purpose of obtaining *Deloitte Property* for a competitor of a *Deloitte Entity*, transmitting *Deloitte Property* to me (*e.g.*, emailing *Confidential Information* to my personal email address) or to a third party for purposes other than furthering the business objectives of a *Deloitte Entity*. I am not authorized to download a *Deloitte Entity's Confidential Information* or other *Deloitte Property* to removable media such as a CD Rom, disk or thumb drive other than as authorized for furthering the business objectives of a *Deloitte Entity*.

I will be responsible for the safe keeping and return in good condition and order of all the *Deloitte Property* that may be in my use, custody, care or charge. For the loss of any *Deloitte Property* in my

possession or custody or for which I have been assigned responsibility, the Employer will have a right to assess on its own basis and recover from me, the damages in respect of such materials (out of the amounts due to me or otherwise) and to take such other legal action as it deems appropriate including termination of my employment without notice or payment in lieu thereof in the event of my failure to account for such material or property to its satisfaction.

9. **Security**. I am provided with a worktable and lockable storage space. I will ensure they are locked when unattended and understand that a duplicate key will only be provided if I sign for it. I am required to display my identity card to the appropriate security personnel on demand and at all times within the office premises.

10. **Ownership of** *Works*.

a. I agree that the Employer owns all rights, title and interest in and to all Works.

b. I agree that all *Works* are deemed works made for hire under India copyright or applicable laws or equivalent laws of any applicable foreign jurisdiction, and all *Intellectual Property Rights* therein vest automatically in the Employer upon creation of the *Works*. I agree that, to the extent any *Work* is held not to be a work made for hire, I hereby irrevocably assign all *Intellectual Property Rights* in the *Works* to the Employer. Notwithstanding anything contained in Section 19(4) of the Indian Copyright Act, 1957, I agree that such assignment shall continue to be in force for perpetuity irrespective of whether or not the Employer exercises its rights as the assignee for any period of time.

c. I will at all times, even after termination of my *Employment*, do whatever the Employer reasonably requests of me, at the Employer's expense, to document the assignment of any *Works* to the Employer or to assist the Employer in pursuing, renewing, extending or assigning any *Intellectual Property Rights*, and otherwise perfecting, protecting and enforcing said *Intellectual Property Rights* in, any *Works*. I agree that, as between me and the Employer, the Employer shall be the sole author, inventor, and owner of all such *Works* and *Intellectual Property Rights* therein throughout the world, and that the Employer shall have the sole right to seek copyright registrations, patents or trademark registrations, including all extensions and renewals thereof. I also hereby agree that I waive all moral rights in any *Works*.

I also agree to assign all my right, title and interest in and to any particular *Works* to a third party as directed by the Employer.

In the event the Employer is unable for any reason, after reasonable effort, to secure my signature on any document needed in connection with the actions specified in the preceding paragraphs, I hereby irrevocably designate and appoint the Employer and its duly authorized officers and agents as my agent and attorney in fact, which appointment is coupled with an interest, to act for and in my behalf to execute, verify and file any such documents and to do all other lawfully permitted acts to further the purposes of the preceding paragraphs with the same legal force and effect as if executed by me. I hereby waive any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any *Works* assigned hereunder to the Employer.

d. During a 12 month period after termination of my *Employment*, I agree that any *Intellectual Property* I create or conceive that results from and is related to any work assigned to or performed by me for the Employer, or that was created using *Deloitte Property*, is a *Work* that is subject to Paragraph 10(b) above. For purposes of clarification, the foregoing provision is in addition to, and not in limitation of, any rights and remedies the Employer may have under the applicable laws protecting *Intellectual Property* of the *Deloitte Entities*.

e. I agree to keep and maintain adequate and current records (in the form of notes, sketches, drawings and in any other form that may be required by the Employer) of all *Works* developed by me during the

period of my employment with the Employer, which records shall be available to and remain the sole property of the Employer at all times.

- 11. **Pre-existing Creations; Personal Creations.** My obligations in Paragraph 10 do not apply to Preexisting Creations and Personal Creations. I warrant and agree that I have listed on **Exhibit B** all Preexisting Creations. I acknowledge and agree that I will not assert any ownership rights against the Deloitte Entities, or their respective clients, with respect to any Pre-existing Creations unless they appear on **Exhibit B**, and **Exhibit B** has been accepted and agreed to by an Authorized Signatory who has signed at the bottom of such **Exhibit B**. I further agree that I shall not use any Pre-existing Creations or Personal Creations in connection with my Employment without the prior written consent of an Authorized Signatory. To the extent that I use any Pre-existing Creations or Personal Creations in connection with my Employment, I agree that, except as otherwise provided in a written agreement executed by me and the Employer, I hereby grant to the Employer an irrevocable, royalty free, perpetual, fully paid up, transferable, sub-licensable license to use, reproduce, distribute, display, perform, modify and create derivative works of and otherwise exploit such Pre-existing Creations or Personal Creations for any purpose including, but not limited to, client engagements.
- 12. **Post-Employment Restriction re: Clients.** I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or serving of certain clients related to my work for a *Deloitte Entity* would necessarily involve the unauthorized use or disclosure of *Confidential Information*, and the proprietary relationships and goodwill of the *Deloitte Entities*, and, in the case of my serving of certain clients, could compromise the full compliance of the Employer or another *Deloitte Entity* with the applicable laws, rules and regulations of a U.S. or India regulatory body or other independence-related requirement of a regulatory body. Accordingly, for a period of one year following the termination of my *Employment* for any reason, I will not, directly or indirectly, solicit or provide services to any client or prospective client of a *Deloitte Entity* to which I provided (or participated in a proposal to provide) services during the two-year period prior to termination of my *Employment*.
- 13. Exceptions to Post-Employment Restriction re: Clients. I understand that the obligations of Paragraph 12 will not apply for a period of three (3) years after my start date or the date of my promotion or transfer to clients of a Deloitte Entity and/or certain specified kinds of services rendered to such clients that meet all of the following criteria: (a) are personal clients of mine who came to a Deloitte Entity solely to avail themselves of certain specified kinds of services rendered by me and only as a result of my own independent recruitment efforts, which a Deloitte Entity neither subsidized nor otherwise financially supported as part of a program of client development, (b) are listed on Exhibit D expressly by name with respect to client and with sufficient specificity with respect to the kinds of service(s) that I will be permitted to render, and (c) are accepted and agreed to as to their listing on Exhibit D by an Authorized Signatory who has signed at the bottom of such Exhibit. I agree that after a period of three (3) years from my start date or the date of my promotion or transfer the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.
- 14. **Future Employment with Clients.** Except as otherwise provided herein, I understand that I am not prohibited from accepting employment with a client (or an affiliate of such client) of a *Deloitte Entity*. Before entering into substantive discussions with an *Attest Client* regarding any employment opportunity, I acknowledge and agree that during my *Employment* and for five years thereafter I must first notify *Independence* and obtain prior written approval from *Independence*. I acknowledge and understand that it is the intent of the Employer to interpret and apply this provision (a) in an effort to ensure the full compliance of the *Deloitte Entities* with applicable U.S. and India laws, rules, and regulations; (b) to serve the public interest; and (c) to protect the legitimate interests of the *Deloitte Entities* or their respective *Attest Clients* under applicable U.S. or India laws, rules and regulations in a manner that is no greater than is reasonably necessary to protect such interests and without being unduly harsh and oppressive to me and my interests in future employment with an *Attest Client*. Further, I acknowledge and agree that because of, among other things, the importance of the *Deloitte Entities*.

remaining in compliance with applicable independence rules, such approval may be withheld by *Independence* in the event that my employment with an *Attest Client* would, in the view of Deloitte LLP, be inconsistent with applicable laws, rules and regulations or jeopardize the independence of a *Deloitte Entity* with respect to such *Attest Client*.

- 15. **Restriction re:** *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring of any of its *Personnel* or contractors of the *Deloitte Entities*, or my participation in their hiring, admission or retention would necessarily involve the unauthorized use or disclosure of *Confidential Information* or the proprietary relationships and goodwill of the *Deloitte Entities*. Accordingly, during my *Employment* and for one year thereafter, I will not, directly or indirectly, (a) solicit or attempt to solicit, or participate in the solicitation of or any attempt to solicit any *Personnel* to leave a *Deloitte Entity*, or to join any firm or business with which I may be or become affiliated, (b) participate in the hiring or admission of any *Personnel*, or (c) cause a contractor of a *Deloitte Entity* to cease providing services to, with, or on behalf of the *Deloitte Entity*.
- 16. **Post-Employment Restrictions re:** *Deloitte Property.* Upon termination of my *Employment*: (a) I will not use or disclose *Deloitte Property*, including, but not limited to, *Confidential Information* and *Works*, for any purpose; (b) I will not retain or take with me any *Deloitte Property*; (c) I will immediately deliver to a *Deloitte Entity* at any location that it designates, at my expense, within one business day after the termination of my *Employment* or on an alternate date designated by a *Deloitte Entity*, any *Deloitte Property* that I may then or thereafter hold or control; and (d) I agree to allow a *Deloitte Entity* to inspect any of my personal or home computers, including smart phones, tablet computers, or any device, media or location capable of storing electronic data, to determine whether any *Deloitte Property*.

OTHER POST-EMPLOYMENT OBLIGATIONS

- 17. **Transition of Work and Cooperation.** Upon termination of my *Employment* for any reason, I will cooperate with a *Deloitte Entity* in all matters relating to the completion of pending work and its orderly transfer. I will also cooperate fully with a *Deloitte Entity* in connection with any threat of or actual legal proceeding against a *Deloitte Entity* or any client, customer or licenser of a *Deloitte Entity* arising out of any matter with or of which I had contact or knowledge during my *Employment*.
- 18. **Notification of Post-***Employment* **Obligations.** I agree that prior to accepting employment or affiliation with another firm or business I will advise such firm or business of my duties and obligations under this Employment Agreement. After my *Employment* ends, I agree that a *Deloitte Entity* shall be permitted to advise any firm or business with which I have accepted an offer of employment or affiliation concerning my duties and obligations under this Employment Agreement.
- 19. **Certification.** I agree that during or after my *Employment* I will, if requested, provide written certification in such form as the Employer may require that I have complied with my obligations hereunder, including, without limitation, those obligations set forth in Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15 and 16 of this Employment Agreement.

OUR ENFORCEMENT RIGHTS AND REMEDIES IN THE EVENT OF A BREACH

20. **Equitable Relief and Attorney's Fees.** I acknowledge and agree that a breach of this Employment Agreement, including, but not limited to, a breach of my duties and obligations under the terms and conditions of Paragraphs 4, 5, 7, 8, 10, 11, 12, 14, 15, or 16 would cause irreparable harm to the *Deloitte Entities* and that, in addition to other remedies, the Employer on behalf of itself or another *Deloitte*

Entity is entitled to a temporary restraining order, an injunction or other equitable relief to prevent any such breach. I also acknowledge that, to the extent permitted by law, a *Deloitte Entity* will be entitled to the payment of the *Deloitte Entities*' reasonable costs and attorney's fees incurred in enforcing this Employment Agreement. I also acknowledge that, to the extent permitted by law, the Employer may request that a court extend the one year period following the termination of my *Employment*, as provided in Paragraphs 12 and 15, to correspond with the period that I participated in activities prohibited by Paragraphs 12 and 15.

- 21. Liquidated Damages: Client Fees. I agree that in the event of a breach under Paragraph 12, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to 50% of all fees received by me (or any person or entity with which I am associated) in connection with such breach. Such percentage shall be paid within thirty days after each fee payment is received and in respect of all services in connection with such breach during the two years following the termination of my *Employment* for any reason.
- 22. Liquidated Damages: Compensation. I agree that in the event of a breach under Paragraph 15, the Employer shall be entitled to receive, as liquidated damages, payment from me of an amount equal to the annual compensation, inclusive of overtime, bonuses, and sales incentives, received by any person who leaves the Employer in connection with my breach over his or her last twelve months at the Employer. Such amount shall be paid within thirty days from the mailing of a written notice to me advising of the amount due.
- 23. **Right of Inspection.** I agree to permit the Employer (or to use my best efforts to enable the Employer) to inspect my books and records (and the books and records of any entity which employs or is associated or affiliated with me), upon request and at reasonable times, to enable the Employer to confirm the calculations described above and to verify compliance with Paragraphs 12 and 15. The Employer shall keep confidential any proprietary information obtained, except as may be necessary or desirable to enable the Employer to enforce its rights under this Employment Agreement and except as may be required by any statute, court or administrative order to decree or government ruling or regulation.

MISCELLANEOUS

- 24. **Governing Law; Choice of Forum.** This Employment Agreement is deemed to have been executed in the Employer's office in **[HYDERABAD:** Hyderabad, Andhra Pradesh, India] **[MUMBAI:** Mumbai, Maharashtra, India] **[BENGALURU:** Bengaluru, Karnataka, India] **[GURGAON:** Gurgaon, Haryana, India] and will be construed and governed in accordance with the laws of the Republic of India without regard to its conflicts-of-law principles. You agree to submit to jurisdiction before any court of record in which the Employer's office to which you were assigned is located, or in which a breach of this Employment Agreement may occur, at the election of the Employer, and you waive any right to raise questions of personal jurisdiction or venue in any action the Employer may bring against you in any such court. You further agree to accept service of process/summons/legal notice from the Employer when that process/summons/legal notice is either sent to your last known address by certified mail or served by any other means permitted under the law of the jurisdiction in which the Employer may bring an action against you.
- 25. **Modifications.** My obligations hereunder may not be changed or modified, released, discharged, abandoned or terminated, in whole or in part, except by an instrument in writing signed by an *Authorized Signatory*.
- 26. **Severability.** Every provision of this Employment Agreement is intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such term or provision will be enforced to

the maximum extent permitted by law and, in any event, such illegality or invalidity shall not affect the validity of the remainder of the Employment Agreement.

- 27. **Blue-Penciling.** If any court determines that any provision of this Employment Agreement, or any part hereof, or the application of any such provision, or any part hereof, to any person or circumstance is unenforceable or void, such court shall have the power to modify such provision, or any part hereof, to the extent necessary to render it legal and enforceable while preserving its intent, or if such modification is not possible, by substituting therefor another provision that is legal and enforceable and that achieves the same objective.
- 28. **Waiver.** None of my obligations under this Employment Agreement shall be deemed to have been waived by the Employer except if the giving of such waiver is contained in a written notice given to me and no such waiver shall be deemed to be a waiver of any other or further obligation I have under this Employment Agreement.
- 29. Entire Agreement. This Employment Agreement, the Employer's employment application, the Terms and Conditions of Service issued pursuant to the offer of employment and any documentation employing me or transferring me to the Employer, contain the entire understanding between me and the Employer or any other *Deloitte Entity* with respect to the subject matter hereof and supersedes all prior representations, warranties, and agreements with respect to such subject matter, and no representations, warranties or other covenants exist with respect to such subject matter that are not contained or expressly referred to herein. Notwithstanding the foregoing, any written agreement between a *Deloitte Entity* and me with respect to the subject matter hereof that was signed by me prior to the effective date of this Employment Agreement shall remain valid and enforceable according to the terms of such agreement with respect to all acts and omissions occurring prior to the effective date of this Employment Agreement. In the event of a conflict between this Employment Agreement and the employment application or any other document purporting to set forth terms and conditions of my *Employment*, this Employment Agreement will control.
- 30. **Transfer and Assignment.** Unless as the Employer shall otherwise determine, the rights, obligations and benefits of the Employer under this Employment Agreement, including but not limited to those rights and benefits relating to my post-Employment obligations set forth in this Paragraph 30 and in Paragraphs 4, 5, 8, 10, 11, 12, 14, 15, 16, 17, 18, 19, and 23 above, are transferred and assigned, in whole or in part (as the Employer shall determine) and without the need for my consent or the formality of documentation or prescribed processes, to (a) any *Deloitte Entity* in connection with my transfer to that *Deloitte Entity* or (b) any entity that acquires all or a part of the assets or business of the Employer. All provisions of this Employment Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, representatives, successors, and assigns of the Employer and me, and any *Deloitte Entity* to which I may be transferred during my *Employment*, provided, however, none of my duties or obligations under this Employment Agreement may be assigned or transferred by me to any other person or entity without the Employer's prior written approval of such assignment or transfer. Any purported assignments in violation of this Paragraph 30 shall be null and void.
- 31. **Headings.** The headings contained in this Employment Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation of this Employment Agreement.

I have read the foregoing, understand it, and agree to comply with its terms.

For Deloitte Consulting India Private Limited

Talent Authorized Signatory

Effective as of August 19, 2019, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Signature

Name

EXHIBIT A

The definitions below apply to the italicized terms that appear in the Employment Agreement (including the exhibits):

Attest Client – attest client (or an affiliate of such client) of Deloitte & Touche LLP or a Deloitte Entity.

Authorized Signatory – a director, officer or other person who is authorized to sign on behalf of a *Deloitte Entity*.

Confidential Information – any information not generally known to the public, in any *Form*, that (1) relates to the operation of a *Deloitte Entity* or provides the *Deloitte Entities* with a competitive advantage, (2) consists of Personally Identifiable Information (*PII*) or other personal information about *Personnel*, client and other third party personnel, independent contractors, subcontractors, agents, vendors, suppliers or others which the Employer or another *Deloitte Entity* receives in the course of business, and (3) all other information includes, but is not limited to, *Intellectual Property*, supplier information, designs, business or marketing plans, forecasts and financial information about clients or prospective clients such as preferences for specific products and services, client or prospective client needs based on financial history and past purchases of services, client or prospective client development plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information also includes, but is not limited to, generating plans, specific rates charged to a client or offered to a prospective client and other business or client records. *Confidential Information* also includes, but is not limited to, debit or credit card information, employment applications, organization charts, performance ratings and other personnel records.

Deloitte Entity – the Employer, Deloitte LLP, and any corporation, company, partnership, limited liability company or other entity (a) that (i) is owned, directly or indirectly, in whole or in part, by Deloitte LLP (the "Deloitte U.S. Firms"), including but not limited to Deloitte LLP subsidiaries in India, the Deloitte Touche Tohmatsu verein, Deloitte Global Services Limited, Deloitte Global Services Holdings Limited, Deloitte Touche Tohmatsu Limited ("DTTL") or any member firm of DTTL or affiliate thereof (collectively, the "DTTL Member Firms") or (ii) controls, is controlled by or is under common control with any of the entities listed in clause (i); or (b) in which any *Personnel* participated on its behalf, or carried out any duties with respect to its affairs. For purposes of this Employment Agreement, the term "control" (including the terms "controlled by" and "under common control with") means the possession, directly or indirectly, of the power to direct or cause the direction of the management and policies of a person or entity, whether through the ownership of voting securities, by contract, or otherwise.

Deloitte Property – *Confidential Information, Systems,* equipment, debit and credit cards issued in connection with my *Employment*, furniture, facilities and any and all other materials owned, licensed or leased by a *Deloitte Entity*, including, without limitation, computerized or electronic information and all copies thereof in any form or media, created by, furnished to, obtained by or prepared by me in the course of my employment in any capacity.

Deloitte India (Offices of the US) - The following companies shall be deemed to be the affiliates of each other and are collectively referred to as Deloitte India (Offices of the US): (i) Deloitte Consulting India Private Limited (ii) Deloitte Tax Services India Private Limited (iii) Deloitte Support Services India Private Limited (iv) Deloitte Financial Advisory Services India Private Limited and (v) Deloitte & Touche Assurance & Enterprise Risk Services India Private Limited.

Electronic Communications – all text, audio, video, images, information, data, files and attachments created, displayed, sent, received, posted, accessed or stored, whether deleted or not, by means of the *Systems*.

Employment – the nature of my relationship with the Employer or a *Deloitte Entity* pursuant to this Employment Agreement. Alternatively, and depending on context, *Employment* is the period of time during which this relationship persists.

Form - paper, computer disc, USB drive, website; any other tangible or electronic medium by which information may be stored or accessed; and human memory.

Independence – National Office (Independence) of Deloitte LLP.

Intellectual Property - works of authorship (including, without limitation, books, articles, data compilations, software and other copyrightable materials), materials, patents, inventions, designs, techniques, methodologies, processes, discoveries, know-how, ideas, trade secrets, moral rights, trademarks and other indicia of origin together with the goodwill therein, and all patent applications, copyright and trademark applications and registrations, and extensions and renewals thereof, throughout the world.

Intellectual Property Rights – all rights, title and interest in Intellectual Property.

PCAOB – the United States Public Company Accounting Oversight Board.

Personal Creations – *Intellectual Property* that meet all of the following criteria: (1) it is conceived, developed, and created by me on my own time without using *Deloitte Property* or *Personnel* (during work hours), facilities, *Confidential Information* or *Works* of a *Deloitte Entity*, (2) it is unrelated to the actual or reasonably anticipated business or research and development of a *Deloitte Entity*, and (3) it does not result from any work performed by me and the *Personnel* (during work hours) for a *Deloitte Entity*.

Personnel – partners, principals, members, officers and employees of a *Deloitte Entity*.

PII – information (excluding business contact information such as an individual's name and one or more of the following: organization name, organizational title, organizational role, business address, business telephone number (including business cell phone number and business email address) relating to an identified or identifiable natural person. An identifiable natural person is a natural person who can be identified, directly or indirectly, by reference to an identification number or factors specific to his or her physical, physiological, mental, economic, cultural or social identity. Set forth below is a non-exclusive list of information that constitutes *PII* when such information relates to an identified or identifiable natural person:

- Account number (bank account, credit card, etc.)
- Address
- Biometric identifier
- Certificate or license number
- Date of birth
- Government identifiers (such as PAN)
- Name*
- Personnel Number
- Photograph or video identifiable to an individual
- Vehicle identifier or serial number
- Other information related to an individual that may directly or indirectly identify that individual (e.g., salary, performance rating, purchase history, call history, etc.)

* Note: When an individual's name is used with *PII* that is not business contact information, it is included in the definition of *PII*.

Pre-existing Agreements or Arrangements – agreements or arrangements that (1) relate to any *Pre-existing Creations*; or (2) may affect my ability to comply with the requirements of this Employment Agreement,

including all contractual and other restrictions or obligations with other parties, including any post-employment restrictions and required notifications to the extent applicable under 18 United Stated Code §207, CFR 3.104-4, and India laws, rules and regulations that may or will impose limitations on my professional activities during my *Employment* (such as any non-compete agreements with prior employers and the one-year ban on lobbying contacts).

Pre-existing Creations – any *Intellectual Property* and *Intellectual Property Rights* that were developed or created by me, alone or with others, or otherwise acquired by me, before the period of my employment in any capacity with the Employer, in which I claim any ownership or right.

Proceedings – past or pending (1) actual or threatened claims or complaints of, or arising out of service to, present or former clients, (2) regulatory, self-regulatory, disciplinary, administrative, civil or criminal investigations, inquiries, charges, complaints, actions, sanctions, alternative dispute resolution proceedings, other proceedings or matters (other than criminal proceedings which relate solely to the operation of a motor vehicle) of any kind or nature, in India or any other jurisdiction, against me, including criminal proceedings arising out of my provision of professional services, proceedings brought by a professional association, or proceedings involving the Securities and Exchange Board of India, United States Securities and Exchange Commission or the *PCAOB*, other professional bodies like the Institute of Chartered Accountants of India or (3) matters of any kind or nature which could adversely affect my association with the Employer or my ability to perform my duties or responsibilities to the Employer, whether set forth in this Employment Agreement or otherwise, or my registration with or licensure by any governmental, quasi-governmental, or other regulatory agency, body or entity, in or outside the United States or India.

Systems – the communications systems or any part of such systems that a *Deloitte Entity* owns, licenses or operates and approves for use, including, but not limited to, e-mail, text messaging, Lotus Notes, Deloitte Online (eRoom), instant messaging, local area network, wide area network, Intranet (e.g., DeloitteNet, D Street), Internet, extranet, collaborative tools (e.g., blogs, wikis, etc.), laptop and desktop computers, servers, air cards, Personal Digital Assistants, cell phones, telephones and voicemail.

Works - all *Intellectual Property*, in any *Form*, created by me, alone or with others, during the period of my *Employment* that (1) is created within the scope of my *Employment*; (2) relates in any manner to the actual or anticipated business, research, or development of a *Deloitte Entity*; (3) results from any work assigned to or performed by me, alone or with others, for the Employer; or (4) is created with the use of *Deloitte Property*.

EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

[none, unless otherwise specified]

ACCEPTED AND AGREED TO: DELOITTE CONSULTING INDIA PRIVATE LIMITED

By:

Signature

Its: *Authorized Signatory*

Date

An Authorized Signatory's signature is required only if Pre-existing Creations or Pre-existing Agreements or Arrangements are listed pursuant to Paragraphs 2 and 11 of this Employment Agreement. The signature of an Authorized Signatory indicates his or her judgment made in light of Paragraph 2 that Pre-existing Creations, if any, are described and explained in sufficient detail so that the likelihood of confusion between the employee's Pre-existing Creations and the Intellectual Property of a Deloitte Entity can be avoided or minimized in the future and further indicates that the Pre-existing Agreements or Arrangements have been obtained and reviewed and that the Authorized Signatory is satisfied that such Pre-existing Agreements or Arrangements will not interfere with the employee's ability to comply with the requirements of this Employment Agreement.

EXHIBIT C

<u>Proceedings</u>

[none, unless otherwise specified]

My signature below certifies that to the best of my knowledge, the information I have provided above, pursuant to Paragraph 3, is complete and accurate.

Signature

Name

Date

EXHIBIT D

Exceptions to Post-*Employment* **Restrictions: re: Clients**

[none, unless otherwise specified]

As specified in Paragraph 13, I agree that after a period of three (3) years from my start date or the date of my employment, as the case may be, the Employer will have invested sufficient time, financial support and effort in developing and serving the clients listed on Exhibit D to support the application of the obligations of Paragraph 12 to those clients.

Name of Client

Specified Kind of Services(s) Permitted

Deloitte Consulting India Private Limited Talent

I have read and understood the above policy terms.

Signature

Name

Date

An *Authorized Signatory*'s signature is required only if information is provided pursuant to Paragraph 13 of this Employment Agreement. The signature of an *Authorized Signatory* indicates his or her judgment that criteria in Paragraph 13 have been fully satisfied, the clients listed have been properly identified, and the kinds of services permitted have been described with sufficient specificity.

Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Consulting India Private Limited** (the "Employer"), please note the terms and conditions of service.

The italicized terms in these Terms and Conditions of Service are defined in **Exhibit A** of the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement hereto.

Terms of Service

1. COMPLIANCE WITH INDEPENDENCE, ETHICS AND OTHER REQUIREMENTS

Deloitte & Touche LLP performs attest services for certain of its clients and is subject to the independence requirements of, among others, the United States Securities and Exchange Commission (SEC), the United States Public Company Accounting Oversight Board (PCAOB), and the American Institute of Certified Public Accountants (AICPA). These requirements mandate that certain of the Employer's employees and their relatives be independent of some or all of such attest clients and their affiliates in accordance with the policies of Deloitte LLP and its subsidiaries (the "Deloitte US Entities").

Upon joining the Employer, you will be asked to review a listing of the attest clients and the affiliates of such clients of certain of the Deloitte US Entities and disclose relationships or financial holdings that you or your relatives may have that could affect the independence of the Deloitte US Entities. Any relationships or holdings that conflict with, among other things, the requirements of the SEC, the PCAOB or the AICPA or the independence or ethics policies of the Deloitte US Entities will need to be resolved immediately. Further, you will be required to comply with these policies throughout your career with the Employer, including, when applicable, maintaining a current list of certain of your financial interests (but not their value) in the independence tracking system.

As a condition to your joining the Employer and continued employment, you are required to complete a representation regarding your understanding of, and compliance with, independence and other matters, on a periodical basis (as requested beginning on or prior to the date of you joining the Employer, annually thereafter, and upon certain changes in your role in the Employer), the details of which are provided in the independence representation. An example copy of this representation form is available for your reference on www.deloittenet.com. The representation should be made to the best of your knowledge and ability. It is your responsibility to consult on any matter should you be uncertain or have a question. You are also requested to refer to <u>www.deloittenet.com</u> and *Independence* for more information in this respect. The representations made by you will be subject to an audit and may be reviewed by Deloitte LLP representatives and shared with certain third parties. If you are selected for such an audit, you will need to submit certain personal financial records to Deloitte LLP's internal audit team. Please be assured that Deloitte LLP fully intends to keep all information obtained through the audit process confidential and secure. You hereby give your consent to Deloitte LLP to use the information provided by you for such purposes as provided in the policies regarding independence and ethics.

In the event you (i) do not cooperate or comply with the independence requirements, or (ii) do not complete the necessary representations, or (iii) make inaccurate representation(s); you may be subject to disciplinary action including and up to termination of employment with the Employer.

Please feel free to contact or consult *Independence* should you require any further information or if you have any specific concerns in this respect.

2. NON DISCLOSURE, NON SOLICIT AND INTELLECTUAL PROPERTY RIGHTS ASSIGNMENT AGREEMENT ("Employment Agreement")

You will be expected to sign the Employer's Employment Agreement. Please contact Talent for further details.

3. HARRASSMENT POLICY

Administrative Policy Release ("APR") 213 is the Employer's policy prohibiting harassment. Deloitte LLP's subsidiaries located in India ("Deloitte India (Offices of the US)") are committed to providing a working environment that is free from harassment based on caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis, in accordance with applicable Indian central, state or local law. Expressly forbidden are unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Depending on the circumstances, such harassment may also include conduct such as stereotyped or demeaning remarks or gestures or the display or circulation, whether in writing or electronically, of materials or pictures offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. Expressly forbidden are offensive to persons because of their caste, place of birth, race, religion, creed, color, citizenship, national origin, age, sex, gender, sexual orientation, marital status, disability, genetic information or any legally protected basis in accordance with applicable Indian central, state or local law. The full policy will be accessible to you on DeloitteNet after joining *Deloitte U.S. India*.

4. WORKING HOURS, HOLIDAYS, LEAVES AND MATERNITY BENEFITS

You will be provided with your standard working hours, which may vary over the course of your career. The Employer may, from time to time, subject to applicable laws, require the employee to work beyond these hours.

You shall be entitled to paid holidays and leave as per the Employer's policies.

Women employees are eligible for maternity benefits as per the recent amendments (2017) in the maternity benefit act, 1961, including having 26 weeks of maternity leave with pay, as applicable.

5. RETIREMENT AGE

The age of retirement for employees of Deloitte India (Offices of the US) is 60 years.* Your employment will therefore automatically terminate at the end of the month in which you attain 60 years.

6. TRANSFERS

You may be transferred, assigned, or asked to attend training at the offices of a *Deloitte Entity* or its clients or third parties in India or abroad with or without additional compensation. In such an event, you will also be governed by the terms and conditions of service applicable to the transfer, assignment, or training.

7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is <u>60 Days</u> by either side and/or salary in lieu of notice period on part of the Employer only.

The Employer expects all employees to maintain the highest standards of professional conduct at all times.

^{*} This provision is not applicable for U.S. citizens (and citizens of any other country where enforcing Deloitte India (Offices of the US)'s mandatory retirement age would be prohibited by the laws of that country) for whom there is no mandatory retirement age.

In order to assure orderly operations and provide the best possible work environment, the Employer expects you to follow rules of conduct that will protect the interests and safety of all personnel, including but not limited to the Code of Ethics and Professional Conduct.

In the event of any breach of the Code of Ethics and Professional Conduct, non-performance of a contractual obligation or the terms and conditions laid down in this Annexure, or if you engage in any misconduct whether or not in connection with or affecting the business or affairs of the Employer or the work conduct, as specified by Employer, you will be subject to disciplinary action up to and including termination of your services/ employment with the Employer without any notice or payment in lieu of notice notwithstanding any other terms and conditions stipulated herein.

8. MISCONDUCT

Misconduct may include but is not limited to:

- Irregular attendance: repeated or excessive absence, tardiness or early departures/ late comings without approval.
- Unreported or unapproved absence (including overstay of leave) for more than five consecutive days or deviation from assigned and accepted schedule for more than five days.
- Falsification or manipulation in background verification process or employment records, employment information, or other records prior to or after joining the Employer.
- Falsification or manipulation of Deloitte Time & Expense (DTE).
- Knowingly providing false statements, either verbally or in written form.
- Neglect of normal duties and functions.
- Practices such as reading personal materials during working time, having obscene or inappropriate posters or screen savers at your work station, playing games at your work station, etc.
- Continued discharge of work functions that do not meet the standards reasonably expected.
- Breach of the confidentiality provision in the Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
- Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
- Engaging in unapproved outside employment and activities as defined in APR 218 (US & IND) (https://deloittenet.deloitte.com/About/Policies/Admin/Pages/218_OutsideEmploymentActivities_US.aspx).
- Installing, downloading, copying or duplicating any unauthorized or unlicensed software, programs, games, or attachments on any computer system of the Employer or of any *Deloitte Entity* or its clients.
- Engaging in any illegal activities.
- Workplace violence, including threats of physical violence.
- Corporate credit card delinquencies.
- Causing damage to the property of the Employer, any *Deloitte Entity*, its clients, or their respective personnel
- Going on or abetting a strike in contravention of any law.
- Theft of any property belonging to another, the Employer or any *Deloitte Entity*, or their respective personnel, clients, or visitors
- Possession of firearms, explosives, knives or any instruments that can be used as an injurious or deadly weapon in the workplace or at any *Deloitte Entity* sponsored event.
- Corruption, fraud, or misappropriation of funds.
- Failure to comply with the policies, guidelines, rules and regulations of the Employer or a *Deloitte Entity* as applicable.

- Excessive personal use of the Employer's telephone, fax or computer systems.
- Failure to adhere to applicable laws.
- Any act prejudicial to or in conflict with the interests of the Employer or a *Deloitte Entity*.

The above terms and conditions are based on, and should be read in conjunction with, the Employer's policies, guidelines, procedures and other rules currently applicable, including but not limited to Administrative Policy Releases (APRs) and Deloitte India (Offices of the US)'s other policies, guidelines, rules, and regulations. The above rules are subject to amendments from time to time and the amended rules, policies, procedures, and guidelines would be posted on the Employer's Intranet site i.e. <u>https://deloittenet.deloitte.com/Pages/Home.aspx</u> for employee reference. The policies will be updated from time to time in the future and we deem to have your consent to any and all such changes. Furthermore, upon acceptance of employment with the Employer, you may be requested to read and acknowledge acceptance of various policies and guidelines of the Employer. It is expected that you will read and acknowledge all such communications.

Effective as of August 19, 2019, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Signature

Name

Deloitte.

Dear Alveera Hussain,

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Engagement Controller Analyst** pursuant to the terms and conditions of your offer letter dated **August 19, 2019**. You made a very favorable impression with everyone you met and we are excited about the possibility of you joining the Company. As you may be aware, as a condition of employment with the Company, you may be required to travel Overseas to attend a series of training sessions for a period of up to 90 days. This training will be a combination of classroom procedural training as well as on-site training to observe employees conducting similar work at various client locations. This training represents the confidence we have in your ability to be a valuable member of the practice of the Company. As per Company policy, we kindly bring to your attention that all employees attending training overseas are required to sign a Training Agreement which will obligate the employee to repay a calculated amount of the costs associated with the training, only if the employee resigns his/her position or are terminated for cause within a specified period after completion of the training (usually between 6 to 18 months). This repayment obligation disappears after the specified period of time has lapsed.

We all look forward to seeing you again soon and having you join our team of outstanding professionals.

Sincerely,

Human Resources Department

AU

12th February, 2019

To Anusha Kalugola House No- 4-1-1/2/B, Gurunagar Colony Sadasivpet, Telangana- 502291

Dear Anusha,

Greetings!! We are pleased to make you a job offer and welcome you to join Fujiyama Software Solutions Pvt. Ltd.

We are committed to providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential. We are confident you will find this new opportunity both challenging and rewarding.

You are advised to report at the following address on 21-April-2019 (Thursday) and the offer lapses thereafter, unless the date is extended by us and communicated to you in writing.

Fujiyama Software Solutions Pvt. Ltd. Softsol Building, Tower -1, 3rd Floor, A-Wing, Plot # 4, Infocity, Software Units Layout, Madhapur, Hyderabad - 500081, Telangana, India.

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

LAd SI

Best Regards,

For Fujiyama Software Solutions Pvt. Ltd.

Sirisree Dayanand

Sr. Manager – Human Resources

(P.S: Please return the duplicate copy of the offer letter, duly signed, as a token of your acceptance of the same.)

Fujiyama Software Solutions Pvt. Ltd.

Dear Anusha,

We have the pleasure to inform you the terms and conditions governing your employment with Fujiyama Software Solutions Pvt. Ltd.

1. Designation:

Your designation will be 'Associate Technical Recruiter- US Staffing'.

2. Compensation & Benefits:

The Compensation & Benefits applicable to you are personal and should be treated with utmost confidence. These are not to be discussed or divulged to anybody else other than for statutory purposes. Your cost to the company (CTC) will be **INR. 2,40,000/**- (Rupees Two Lakhs and Forty Thousand) per annum. You will be entitled to performance linked incentives. The Salary Structure will be provided to you after joining.

3. Effective Date of joining:

Your indicated date of joining is 21-April-2019.

Your appointment shall come into effect from your date of joining.

4. Probation Period:

You shall be on probation for a period of six months from the date of your appointment as 'Associate Technical Recruiter- US Staffing'; however Company reserves the sole discretion to extend or reduce the same. On successful completion of probation or any extension thereof, you will be confirmed in the services of the Company. Confirmation shall take effect upon the issue of confirmation letter and from the date given in the letter.

5. Notice Period:

The contract of employment is terminable by either party giving 60 days of notice in writing for confirmed employees and 15 days of notice for employees under probation. Either party is not bound to give any reason thereof. The Company reserves the right to pay or recover salary in lieu of notice period or to relieve you before the expiry of the notice period.

6. Separation:

On separation, you will immediately submit all Company belongings before you are relieved. This includes all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or records, etc. relating to business and shall not make or retain any copies of these items. You will also return to the Company all the assets given to you for official and/or personal use as per the various policies/schemes applicable to you as a part of your Compensation & Benefits. This would not apply to those assets or items, which are obligatory for you to buy under the concerned schemes.

Fujiyama Software Solutions Pvt. Ltd.

7. Retirement:

You will retire in the normal course from the services of the company on attaining the age of superannuation, which is on the end of the month following your 58th birthday.

8. Service Conditions:

Your services will be governed by additional terms and conditions as explained in the Service Conditions attached herewith. These additional Service Conditions are applicable to all employees of your category.

The terms and conditions are subject to statutory requirements and Company Policy.

Please confirm that the above terms and conditions as also the additional Service Conditions are acceptable to you by signing a copy of this letter and other documents attached hereto.

For Fujiyama Software Solutions Pvt. Ltd.

Sirisree Dayanand Sr. Manager – Human Resources

Encl.:

- 1. Annexure I Service Conditions
- 2. Annexure II Confidential Agreement
- 3. Annexure III Conduct Guidelines
- 4. Annexure IV Documents to be provided at the time of joining

I agree to accept the terms and conditions mentioned above and also as in the Service Conditions document attached to this letter.

Name:

Signature: _____

Place:

Date:

Fujiyama Software Solutions Pvt. Ltd.

ANNEXURE - I

SERVICE CONDITIONS

The following additional terms and conditions will be applicable to all employees of For Fujiyama Software Solutions Pvt. Ltd.

1. Full Time Work:

Your position is a full time employment with the Company and you shall devote yourself exclusively to the business of the Company. You will not take any other work for remuneration [part-time or otherwise] or work on advisory capacity or be interested directly or indirectly [except as share or debenture holder] in any other trade or business during the employment with the Company.

The authorized person should approve, in writing, any honorary professional engagement outside the work with the company.

2. Transfer:

You are liable to get transferred from time to time to any other location, department, establishment, branch, Client or Vendor of the Company. In such case, you will be governed by the terms and conditions of service as applicable to the new assignment. Such transfer could be to any location in India or any other country.

3. Salary Review:

Your salary will be reviewed periodically as per the policy of the Company. The Company believes in rewarding performers and hence increase in Compensation will be subject to effective performance and results during the period.

4. Responsibilities:

You are expected to perform effectively to ensure results and you will be expected to work extra hours to achieve this whenever the job requires.

5. Travel:

You will be required to undertake travel on Company work and you will be reimbursed travel expenses as per the Company Policy.

6. Confidentiality:

The Company has evolved a Confidentiality Agreement to protect the rights of the employee and also that of the Company while dealing with confidential information, documents, etc. The said Confidentiality Agreement forms part of the Service conditions applicable to employees of your category. You are required to read, understand and sign the enclosed Confidentiality Agreement in acknowledgement of your acceptance of the conditions therein.

Fujiyama Software Solutions Pvt. Ltd.

7. Protection of Interest:

If you conceive of/invent/discover/improve on any new or advanced or current methods of improving processes/formulae/systems in relation to the operation of the Company or its affiliates or customers, such developments, discoveries or inventions will be fully communicated to the Company and remain the sole right/property of the Company.

8. Conflict of Interest:

If any transaction with the Company involves conflict between your personal interest and the interest of the Company in dealings with suppliers, customers, and any other organization or individuals doing or seeking to do business with the Company, you are required to inform the Company in writing about the nature of such conflict of interest so that the Company could protect its right and address the transaction suitably.

9. Past Record:

If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed any information, in such case your services are liable to be terminated without any notice.

I have read, understood and agreed to abide by the above-mentioned Service Conditions applicable to employees of my category. I hereby affix my signature below in confirmation of the acceptance of all the terms and conditions of my employment including the above Service Conditions.

Name:

Signature:

Place:

Date:

Fujiyama Software Solutions Pvt. Ltd.

ANNEXURE - II

CONFIDENTIALITY AGREEMENT

During the course of carrying out business activities at Fujiyama Software Solutions Pvt. Ltd., employees will be exposed to Intellectual Property and Confidential Information of Fujiyama., it's Promoters, its partners and those of former employers. It is only ethical to hold all such information with the highest level of confidentiality. This agreement binds employees to hold in strict confidence any information that they have gathered during their course of employment with the company and will not divulge to any person or persons including any organization(s) without the prior written approval of the company. In the event an employee needing a discussion with an outside person this agreement shall be implemented in letter and spirit.

Confidential Information:

<u>A) Company Information</u>: I agree at all times during the term of my employment and thereafter, to hold every company information in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company. I understand that "Confidential Information" means any Company proprietary information, technical data, trade secrets or know-how, including, but not limited to, research, product plans, products, services, customer lists and customers, (including, but not limited to, customers of the Company on whom I called or with whom I became acquainted during the term of my employment),] markets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances or other business information disclosed to me by the Company either directly or indirectly in writing, orally or by drawings or observation of parts or equipment.

I further understand that Confidential Information does not include any of the foregoing items which is already in the public domain, or Is made public by the Company, or comes into the public domain otherwise than by reason of the default of the employees, or is required to be disclosed by the employees pursuant to any law or judicial pronouncement, or is received by the employee from third party having the right to disclose the same.

B) 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 and that I will not bring onto the premises of the Company any unpublished document or proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity.

<u>C) Third Party Information</u>. 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 on the Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes.

Fujiyama Software Solutions Pvt. Ltd.



I agree to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation or to use it except as necessary in carrying out my work for the Company consistent with the Company's agreement with such third party.

D) <u>On Separation</u>. After termination of my employment, I will return to Fujiyama, all confidential information and materials of whatever nature in my possession, arising from my employment with Fujiyama.

I understand and agree that my obligations under this agreement shall extend beyond the date of termination of my employment with Fujiyama and shall be binding upon my heirs, assigns and legal representatives.

I have read and fully understood this agreement.

Name:	Signature: _		
ivanie.	Signature: _	1200	
Place:	Date:		

Fujiyama Software Solutions Pvt. Ltd.

Softsol Building, Tower-1, 3rd Floor, A-Wing, Plot # 4, Infocity, Software Units Layout, Madhapur, Hyderabad - 500081, Telangana, India. | Phone: +91 40 2338 3465 / 66 | Email: info@feuji.com | www.feuji.com CIN: U72501TG2014PTC095992

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ANNEXURE III

Conduct Guidelines

- I. PROFESSIONALISM: All employees are expected to conduct themselves in a professional manner. Employees are expected to work to the best of their capabilities. All employees are expected to avoid personal use of email & internet at the office premises. If the company issues laptop to the employee, the employee shall strictly use the same for official purpose only and avoid downloading personal images, music, movies etc.
- **II. PUNCTUALITY:** All employees are expected to reach office on time, and for respective meetings/trainings as scheduled.
- III. ATTIRE: Employees are expected to attend office in Professional Business Attire. On Fridays' Smart Casuals are permitted.
- **IV. COMMUNICATION:** Employees are expected to ensure and maintain regular and transparent communication with their respective reporting managers.
- V. CONFIDENTIALITY: Employees are advised not to share confidential client information with anyone. Avoid discussing project details, compensation, perks etc. with your team members or anyone else.
- VI. HYGIENE AND CLEANLINESS: All Employees are expected to maintain high standards of Hygiene and Cleanliness in regards to themselves and their respective Work Stations.

Fujiyama Software Solutions Pvt. Ltd.

Softsol Building, Tower-1, 3rd Floor, A-Wing, Plot # 4, Infocity, Software Units Layout, Madhapur, Hyderabad - 500081, Telangana, India. | Phone: +91 40 2338 3465 / 66 | Email: info@feuji.com | www.feuji.com CIN: U72501TG2014PTC095992

feuji

ANNEXURE IV

Documents to be provided at the time of joining:

At the time of joining, you would be required to bring the originals for verification and submit one copy each of the following testimonials. Originals would be returned to you after verification.

- 1. SSC/10th Marks Sheet
- 2. Inter/12th Marks Sheet
- 3. Degree Marks Sheet
- 4. Degree/Post Graduate Certificate/s
- 5. Certificates of any additional course done
- 6. Appointment letters, Relieving letters, Experience Certificates of all the previous organizations worked for.
- 7. Last 3 Pay slips and Form-16/IT Computation Sheet
- 8. Copy of Adhaar Card, Passport & PAN Card
- 9. 4 Passport Size Photographs.
- 10. Address proof in respect of residence (Passport/Driving License/BSNL telephone bill/latest Bank Statement, etc.)
- 11. Blood Group (no need of report. Just inform the group).

Prompt receipt of the above testimonials would help us to complete the joining formalities seamlessly. Your co-operation is solicited in complying with the above.

Fujiyama Software Solutions Pvt. Ltd.

Softsol Building, Tower-1, 3rd Floor, A-Wing, Plot # 4, Infocity, Software Units Layout, Madhapur, Hyderabad - 500081, Telangana, India. | Phone: +91 40 2338 3465 / 66 | Email: info@feuji.com | www.feuji.com CIN: U72501TG2014PTC095992

27-Jun-2019

Eram Hasan Alay

Hyderabad

Dear Eram

Subject: Offer of Employment with GlobalLogic Technologies Ltd.

Congratulations on your selection at GlobalLogic!

We are delighted to offer you the full-time position of Associate Analyst, Content Engineering at GlobalLogic Technologies Ltd. (hereinafter "GlobalLogic" or "Company"). You will be based in and work from Hyderabad, however, based on the position's requirements, you may be required to work anywhere in India or abroad. Your joining date would be 01-Jul-2019. Your salary and other allowances shall be as per attached Annexure1.

You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the date of joining as per details mentioned in Annexure 2. Your appointment shall be contingent to the satisfactory back ground verification.

A detailed Appointment letter will be issued to you upon joining the Company which will state the terms & conditions of your employment with GlobalLogic. Some of the important terms of your employment are as follows:

1. Working Hours

1.1 You shall be required to work for 9 hours in any shift (including night shift) as may be required by the Client from time to time. While working for Client on projects, working hours and notified holidays of the client may apply.

1.2 You may be required to work on weekends. In such circumstances you shall be entitled to get weekly off (not exceeding two) during weekdays.

2. Notice Period

2.1 Subject to such conditions as mentioned in section 2.2, any time your employment can be terminated by either party by giving Thirty(30) days notice or basic salary in lieu thereof as per discretion of the management.

2.2 Your last working day will be subject to the fulfillment of notice period, proper handover and any other conditions as may be communicated to you in writing by the Company.

Registered | Plot No. 590 A, Phase - I Road No. 31, Jubilee Hills, Hyderabad, Telangana 500033, India







GlobalLogic Technologies Limited

3. Initial Training & Orientation

GlobalLogic group pans across geographies providing various services to its clients and you may be required to go through appropriate Induction and Orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the group on a worldwide basis.

This offer letter is subject to further conditions that:

- Your employment is subject to your approval and signing of our Non Disclosure Agreement (NDA) at the time of joining.
- b) This offer is valid up to 01-Jul-2019 or such date as communicated to you in writing
 by GlobalLogic subject to your joining GlobalLogic on or before the given joining date.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

For GlobalLogic Technologies Ltd.

D

Medavarapu Phanikumar Authorized Signatory









Annexure -1 Salary	Structure
Name: Eram Hasan Alay	
Designation: Associate Analyst, Content Engineering	Grade: CE02 Band:X
WEF: 01-Jul-2019	Location : Hyderabad
Section A - Gross Fixed Salary Break Up	
Monthly Componer	its (In Rs.)
Basic	10000
House Rent Allowance	802
Statutory Bonus Information	1800
Total Monthly (A)	12602
Total Monthly Annualised (B)	151224
Annual Componen	ts (In Rs.)
ESI Information	7176
Provident Fund (As per the PF Act 1952)	14400
Total Annualised (C)	21576
Total Fixed Annual Gross Salary (B + C)	172800
Section B - Addition	al Benefits
Retirals & Health Benefits (Annualized Amount)	
Gratuity	5769
Mediclaim Insurance	758
Total of Section B	6527
Total CTC (Section A + B)	179327
Incentive Indication(per annum)**	36000
Max Annual Total Remuneration	215327

In addition to Mediclaim, employee will be covered under below additional benefits -

1. Group Term Life Insurance worth Rs. 5 Lacs

2. Group Personal Accident Insurance worth Rs.2 Lacs

***An employee contribution of 1.75% will be deducted from employees in hand salary Employer ESI contribution shall be at the rate of 4.75% of the gross salary.

** Incentive amount is not a guaranteed amount of your CTC. It may be higher, lower or nil per the terms described herein. Only top performers are eligible to get this incentive basis their monthly/quarterly performance. The incentive amount may also be fixed for certain specific projects. The incentive program is discretionary, subject to change and based on individual and company performance. It is pro-rated to the duration spent with GlobalLogic for the financial year and will be paid to you only if you are active on GlobalLogic's payroll on the day the incentive is paid.

For GlobalLogic Technologies Ltd.

Medavarapu Phanikumar Authorized Signatory

Employee

Eram Hasan Alay Associate Analyst









Annexure -2

As part of the joining process, you must carry the originals (for verification), of the following documents:

1. Personal Data:

- a. Passport
- b. 10 Photographs (Passport size)
- c. PAN No. Details. In case of non-availability of PAN, photocopy of application.
- d. Mark Sheets and Certificate of Class X & Class XII
- e. Graduation Certificate
- f. Post Graduation Certificate
- g. Mark sheets for all semesters during Graduation & Post Graduation
- h. Mark sheets and Certificates of Diploma(s)
- i. Mark sheets and Certificates of any training(s) attended
- j. Any other additional diplomas/certificates (Mark-sheets)

2. Previous Employment Record:

- a. Relieving Letter and Work Experience Certificate from all previous employer(s) showing duration of employment, projects worked and technology used (where ever possible)
- b. Copy of the resignation letter
- c. Salary slip/ certificate from the last employer
 d. PF Account No., Regd Address of PF Trust / Commissioner for last 2 companies Income Tax
- e. Form 16/ TDS certificate from ex-employer
- f. Tax Computation Sheet/Provisional Form 16 for the current financial year.

For GlobalLogic Technologies Ltd.

Medavarapu Phanikumar Authorized Signatory

Registered | Plot No. 590 A, Phase - I, Road No. 31, Jubilee Hills, Hyderabad, Telangana 500033, India







01-Jul-19

Eram Hasan Alay Hyderabad

Dear Hasan,

As per our offer letter dated 27-Jun-19, we are delighted to appoint you the full-time position of Associate Analyst, Content Engineering at GlobalLogic Technologies Ltd. (hereinafter "GlobalLogic" or "Company") effective 01-Jul-19 at Hyderabad office, however, based on the position's requirements, you may be required to work anywhere in India or abroad. Your detailed salary structure is attached as per Annexure 1.

The following terms & condition will apply with regards to your employment at GlobalLogic Technologies Ltd.

- You will be entitled for leave in accordance with prevailing standard company leave policy. You will be
 eligible to participate in all of the Company's standard benefit programs including health care. You will be
 entitled to benefits during the course of your employment in the Company subject to the rules of the
 Company. Details of the benefits applicable to you are available on the Company's intranet site.
- 2. The Company reserves the right, at any time during your employment, with reasonable notice, to require you to undertake any reasonable, alternative duties which are within your capabilities.
- You shall during your service with us, devote your whole time and attention to the Company's business entrusted to you, and shall not engage yourself directly or indirectly in any business or service other than Company's business or service.
- You shall at all times keep the information that may come to your knowledge regarding company's plans, business affairs, operations etc confidential.
- 5. You shall inform the Company of any changes in your personal data within 3 days time. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by post to you at your address in India, as recorded in the Company.
- 6. You will abide by all the rules, regulation and policies of the company. GlobalLogic Technologies Ltd. Reserves the right to amend such policies as needed. You will also be subject to all standard GlobalLogic Data Protection and Network Security policies and either GlobalLogic or its customers may require you to sign a statement to such effect at any time.



Phone | 91.40.3041.9999 Fax | 91.40.3041.9988





- You shall at all times furnish true and correct information pertaining to your qualification, experience etc. If the information furnished by you in your resume & the documents submitted by you as stated in Annexure 2 of the offer letter /Background Verification form which was duly filled and signed by you is found to be incorrect at any point of time, your services will be terminated without any further notice.
- 8. At the time of tendering resignation you shall be required to give one month notice in writing. Your services in the company shall be terminable by giving one month notice or Basic salary in lieu thereof as per the discretion of the management
- 9. Breach of any of the above condition will render you liable to termination of your employment without notice or compensation.
- 10. You shall be required to keep the information regarding "salary" being offered to you strictly confidential at all times. You shall not divulge any details pertaining to your salary to any friend/colleague or acquaintance either before/during or after the cessation of your employment with us. Divulging such information at any time may lead to either withdrawal of this offer letter or termination of your existing employment with us.
- 11. You agree not to employ, or solicit or seek to employ, any employee, consultants, customer or associate of the Company during your employment and for a period of one year after your termination / resignation of employment from the company. Upon breach of this Section with respect to a particular employee, consultants, customer or associate of the Company, you will be liable to pay liquidated damages.
- 12. During the term of this Agreement and for a period of 1 years thereafter, you shall not directly or indirectly approach or in any way assist or be involved with any partners and / or customers of GlobalLogic. You can not directly approach any partners of GlobalLogic more particularly, whose work is being undertaken by you or supervised by you due to this employment agreement.
- 13. You are required to familiarize yourself with Harassment policy and comply with it at all times. Any instances of harassment are regarded as serious issues and non compliance may lead to disciplinary action being instigated against you.
- 14. It is expected that employees appreciate the importance of proper behavior and appearance in business life and they ensure their dress, grooming and appearance are appropriate to professional business life. Your dress, grooming and appearance should reflect favorably upon other team members in the Company.









ES:

- 15. You shall be following normal business hours as per the company policy. Some specified roles may also require shift working outside of normal working hours in order to fall into line with overseas working hours. While working on projects overseas working hours and notified holidays of the client location will apply.
- 16. Please note that in addition to what has been mentioned in this appointment letter, no other commitment is being made by the company.
- 17. This appointment letter is valid subject to your approval and signing of our Non Disclosure Agreement (NDA) at the time of joining. This appointment letter is further subject to clearance of reference and verification of the information and documents furnished by you in terms of Annexure 2 of the offer letter dated 27-Jun-19.

This offer letter, together with the various documents referenced herein, represent the complete offer by the Company. If there is any element of our offer that you feel is unclear or not covered, please contact me at undersigned ahead of signing this document.

To ensure that you have a full understanding of the terms and conditions of your prospective employment with GlobalLogic and the benefits available to you there are a number of enclosures to this letter which we hope you will find interesting and informative and have agreed to abide by them in form and substance. On joining you will be able to access Company's Intranet site, which contains comprehensive information regarding all benefits, policies and procedures but, in the meantime, to answer any questions you may have, please do not hesitate to contact your respective People Partners in People Development Function.

At GlobalLogic, our long-term success depends on both the results we achieve and the way we make these results happen. We set high standards for our people, our products and our processes. Quality must set us apart. We set high standards of personal integrity and ethics in all our business ventures. We, at GlobalLogic, feel that you will make an invaluable addition to our team and it is with great enthusiasm that I hope you accept this offer of employment.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

For GlobalLogic Technologies Ltd.

Medavarapu Phanikumar Authorized Signatory

DECLARATION

I have read and understood the above terms and conditions of employment and am accepting the same.

Date:

Signature:

(Eram Hasan Alay)

Registered | Plot No. 590 A, Phase - I, Road No. 31, Jubilee Hills, Hyderabad, Telangana 500033, India





Mail | info@globallogic.com





August 14, 2019

IBM India Private Limited Manyata Embassy Business Park, G2 Block, Nagwara Outer Ring Road, Bangalore – 560045, India. Tel : 91–80–49139999 http://www-07.ibm.com/in/careers/

Dear asiya sultana

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Technical Support Associate, in band 3 to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise – you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.





August 14, 2019

IBM India Private Limited Manyata Embassy Business Park, G2 Block, Nagwara Outer Ring Road, Bangalore – 560045, India. Tel : 91–80–49139999 http://www-07.ibm.com/in/careers/

Dear asiya sultana

We are pleased to offer you the position of Technical Support Associate, in band 3 at IBM India Pvt Ltd(IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e August 16, 2019. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to Building # 3, IBM India Private Limited, Mindspace, Hiteched City, Madhapur, Hyderabad, Telangana, 500081. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have any questions about your first day start paperwork, please send an email to pronboar@in.ibm.com.

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:



- Relieving document from most recent employer Relieving letter or Service Certificate or Resignation acceptance email with last Working day (LWD) confirmation
- Passport and Pan card- If you do not have Passport or Pan card you need to bring one of the following IDs.
 - Voter ID card
 - Driving License
 - Aadhaar Card
 - Senior Secondary result/certificate with DOB and photo (for University hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry on one of the following as mentioned above to complete on boarding process.
- Disability certificate If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document If you have ever changed your name at any point of time, and for any reason whatsoever.
- Valid Indian Work Permit, if applicable.
- Education documents (For University hires only) :- Degree certificate and all year mark sheets for the highest degree attained.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- Your initial posting will be in HYDERABAD . However, your services are transferable, and you may be assigned to any other department, location or office of IBM, a subsidiary, or associate company as the Company may decide from time to time. Your project, designation or role may be changed at the discretion of the Company depending on the work assigned to you. In such case, you will be governed by the policies of that location and role.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history.
- Your employment is also contingent upon 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). 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.



- 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 you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly during your service with IBM, you will be required to comply with the following:
 - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
 - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
 - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
 - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
 - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
 - Your compliance with the above terms and conditions shall be reviewed from time to time and shall be an integral condition of your continued employment with IBM.



- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- 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 employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes 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 rules, regulations or policies and the same shall be binding on you.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your service without notice or compensation.
- 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.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on <u>www.nationalskillsregistry.com</u>. To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) which includes INR 50/- annual usage fee



at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

• You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM, and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.



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ANNEXURE A

DATE	August 14, 2019			
NAME	asiya sultana	BAND	3	
DESIGNATION	Technical Support Associate	LOCATION	HYDERABAD	
Compensation Components		<u>IBM Offer (in INR)</u>		
1. Annual Basic Salary		180000		
2. Annual Flexible Benefit Plan (FBP)		67314		
Annual Reference Salary		247314		

3. Retirals	
a) Provident Fund (PF)	21600
b) Gratuity @ 4.8%	8640
Annual Reference Salary + Retirals	277554
4. Performance Linked Variable Pay	0 to 43800
5. Annual Potential Compensation	Annual Reference Salary + Retirals + Performance Linked Variable Pay

*Company currently has performance linked variable pay program with performance measured against criteria announced at monthly or quarterly frequency. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

All salary components may be subject to restructuring or modification based on IBM policies.

OTHER BENEFITS:

• By default, you will be enrolled in the Group Mediclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal





premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.

• Group Term Life and Accident Rider Coverage

OTHER COMMITMENTS/ CONDITIONS



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 IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By – IBM Authorized Signatory Director – Talent Acquisition ISA



ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.) SIGNATURE

PRINTED NAME
DATE OF JOINING
DATE
VERIFIED BY (FOR OFFICE USE ONLY – TO BE UPDATED BY ON BOARDING SPECIALIST)
SIGNATURE
PRINTED NAME
DATE



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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) "Flat" Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP
4. Performance Linked Variable Pay	Amount of Target earnings mentioned under Performance Linked Variable Pay Program is determined based on your specific role and process/client aligned and subject to change based on any changes to your roles & responsibilities. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

*For detailed information please refer to Company policies, which are subject to change from time to time.



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Other Benefits- Additional Information*

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world–wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) **Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse, or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.

National Pension System (NPS)



NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

a) in case of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressively given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.

b) In case of any injury resulting in Death or permanent total disability.

c) In case of occupational disease as defined under the Act.

* For detailed information, please refer the Company's Intranet. Company benefits, and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.

* IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate any benefit or other plan, program, practice or policy of IBM at any time. IBM does not have any obligation to, and nothing contained in these documents shall be construed as creating an express or implied obligation or promise on the part of IBM to, maintain, continue to offer, or make available such plans, programs, practices or policies.

Maternity Benefit:

All women IBM employees are entitled for maternity benefits in accordance with the Maternity Benefit Act, 1966 and IBM Maternity Leave Policy as may be amended from time to time. These benefits currently include:

1) Maternity Leave for:

a) Delivery: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 26 weeks of maternity leave with full pay of which not more than 8 weeks shall precede the expected delivery date.

b) Miscarriage/Medical termination: In case of miscarriage or medical termination of pregnancy, a women employee is entitled to 6 weeks of leave with full pay immediately following the day of miscarriage or medical termination of pregnancy.

c) Tubectomy: In case of tubectomy operation, a women employee is entitled to 2 weeks of leave with full pay immediately following the day of her tubectomy operation.

d) Illness: Women employees suffering from illness arising out of pregnancy, delivery, premature birth of child, miscarriage, medical termination of pregnancy or tubectomy operation are entitled to an additional period of 4 weeks leave with full pay.

2) Leave for Adoption/Surrogacy: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 12 weeks of maternity leave with full pay upon the adoption of a child or in case the employee has used the surrogacy arrangement.

3) Group Medical Insurance Policy covers expenses for pre and post natal consultations, prescribed medications and



prescribed investigations incurred up to 60 days after maternity. The expenses covered are up to a maximum of INR 10,000 per maternity event. This benefit is a sub limit of the maternity benefit of INR 50,000 and is reimbursed on production of complete and detailed bill and documents.

4) Women employees returning from Maternity can opt for work from home option if the role or function allows for remote working.

Kindly refer IBM Maternity leave policy and IBM Flexible work option policy in effect from time to time for more details in respect of the above benefits. For additional information including in relation to child care, please get in touch with your Manager or Human Resources Partner.



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ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

Serial # :_____ Date Of Hire : ____ / ___ / ____

In consideration of my employment or my continued employment by International Business Machines Corporation or one of its subsidiaries or affiliates (collectively, "IBM"), which I acknowledge is employment at will, and the payment to me of a salary or other compensation during my employment, I agree as follows:

1. I will not, without IBM's prior written permission, disclose to anyone outside of IBM or use in other than IBM's business, either during or after my employment, any confidential information or material of IBM, or any information or material received by IBM in confidence from third parties, such as suppliers or customers. If I leave the employ of IBM or at the request of IBM, I will return to IBM all property in my possession belonging to IBM or received by IBM from any third party, whether or not containing confidential information and whether stored on an IBM owned asset or a personally owned asset, including, but not limited to, electronic data, electronic files, diskettes and other storage media, drawings, notebooks, reports, and any other hard copy or electronic documents or records. No employee is prohibited from reporting possible violations of law or regulation to a government agency, as protected by law.

Confidential information or material of IBM is any information or material: (a) generated or collected by or utilized in the operations of IBM; received from any third party; obtained from an entity IBM acquired or in which IBM purchased a controlling interest (including information or material received by that entity from a third party); or suggested by or resulting from any task assigned to me or work performed by me for or on behalf of IBM; and (b) which has not been made available generally to the public, whether or not expressed in a document or other medium and whether or not marked "IBM Confidential" or with any similar legend of IBM or any third party. Confidential information or material may include, but is not limited to, information and material related to past, present and future development, manufacturing activities, or personnel matters; marketing and business plans; pricing information; customer lists; technical specifications, drawings, and designs; prototypes; computer programs; and databases.

2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.
(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

I acknowledge that IBM would suffer irreparable harm if I fail to comply with Paragraph 2(a) or (b), and that IBM would be entitled to any appropriate relief, including money damages, equitable relief and attorneys' fees.

3. I will not disclose to IBM, use in its business, or cause it to use, any information or material which is confidential to any third party unless authorized by IBM. In addition, I will not incorporate into any product used and/or sold by IBM, any copyrighted materials or patented inventions of any third party, unless authorized by IBM pursuant to Paragraph 5.

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to



the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

5. I hereby assign to IBM my entire right, title, and interest in any idea, concept, technique, invention, design (whether the design is ornamental or otherwise), computer programs and related documentation, other works of authorship, mask works, and the like (all hereinafter called "Developments"), hereafter made, conceived, written, or otherwise created solely or jointly by me, whether or not such Developments are patentable, subject to copyright or trademark protection or susceptible to any other form of protection which: (a) relate to the actual or anticipated business or research or development of IBM or its subsidiaries or (b) are suggested by or result from any task assigned to me or work performed by me for or on behalf of IBM or its subsidiaries.

If, by operation of law such right, title, and interest in Developments vest in IBM upon creation, I acknowledge that such right, title, and interest belong to IBM. Also, I hereby assign to IBM my entire right, title and interest in any such Developments that were or are suggested by or a result of any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest to the extent that any such right, title and interest is not already owned by said entity.

In the case of any "other works of authorship", such assignment or ownership shall be limited to those works of authorship which meet both conditions (a) and (b) above.

California Notice: For Developments subject to California law, notwithstanding anything above to the contrary, I understand that this assignment does not apply to a Development which qualifies fully under the provisions of Section 2870 of the California Labor Code. The above provisions concerning assignment or ownership of Developments apply to Developments created while employed by IBM in an executive, managerial, professional, product or technical planning, technical, research, programming, or engineering capacity (including development, product, manufacturing, systems, applied science, and field engineering) or otherwise.

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as "Excluded Developments"). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM's business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.

I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

If I do not have any Excluded Developments to declare I have left the following table blank or have written "None," "Non/Applicable," or a similar designation.

Description of Excluded Development	Date Created	Named Party/Termination Date

Additional pages may be attached, as appropriate to identify other Excluded Developments, if any. IBM requires you to disclose Excluded Developments in this Paragraph 5. If you wish to interest IBM in any Excluded Development, you may contact the Intellectual Property and Licensing Department at Corporate Headquarters, which will provide you with instructions for submitting it to IBM.

6. In connection with any of the Developments assigned by Paragraph 5: (a) I will promptly disclose them in writing to the IBM



Intellectual Property Law Department; and (b) I will, on IBM's request, promptly execute a specific assignment of title to IBM or its designee, and do anything else reasonably necessary to enable IBM or such designee to secure a patent, copyright or other form of protection therefore in the United States and in other countries. In addition, I agree to promptly notify the IBM Intellectual Property Law Department in writing of any patent or patent application in which I am an inventor but which is not assigned by Paragraph 5 and which discloses or claims any Development made, conceived, or written while I am employed by IBM.I also agree to promptly notify the IBM regarding any transaction, legal or governmental proceeding, litigation or other legal dispute concerning or relating to any of the Developments assigned by Paragraph 5.

7. IBM and its licensees, successors, or assigns (direct or indirect) are not required to designate me as an author of any Development which is subject to Paragraph 5, when it is distributed, publicly or otherwise, or to secure my permission to change or otherwise alter its integrity. I hereby waive and release, to the extent permitted by law, all rights in and to such designation and any rights I may have concerning modifications of such Developments.

I understand that any rights, waivers, releases, and assignments herein granted and made by me are freely assignable by IBM and are for the benefit of IBM and its subsidiaries, licensees, successors, and assigns.

8. I agree that IBM, its services providers and other third parties authorized by IBM will collect, use, store, make available to those who have a need-to-know, and otherwise process my personal information to establish, maintain and terminate my employment relationship with IBM and for other legitimate business purposes, anywhere in the world. Such personal information, whether provided to IBM, its service providers, or third parties directly by me or otherwise gathered, includes my name, photo, contact information, skills, compensation, performance, usage of IBM assets, background check results, bank account information, and disability or medical information.

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment, any personal information about others to which I may have access during my employment at IBM.

IBM provides numerous opportunities for social computing through blogs, wikis, social networks, virtual worlds and other social media. I agree to comply with all IBM policies and practices regarding use of social computing tools and I understand that I am personally responsible for the content I post on any social computing tools (whether on IBM's internal platforms or on third party sites) and that any information I post, including any of my personal information, may be made broadly available to others, potentially inside or outside IBM, who have access to these tools.

9. The term "subsidiaries," as used in this Agreement, includes any entity owned or controlled, directly or indirectly, by International Business Machines Corporation.

10. The term "employment at will," as used in this Agreement, means the employment at the mutual consent of both me and IBM. Accordingly, either IBM or I can terminate the employment relationship at will, at any time, with or without cause or advance notice. However, this clause does not relieve me of my responsibility to serve the notice period in accordance with my terms of employment, in the event of my resignation from the services of IBM.

11. This Agreement supersedes all previous oral or written communications, representations, understandings, undertakings, or agreements relating to the subject matter hereof, except as expressly agreed otherwise by IBM in writing upon my hire or transfer of employment to IBM. Any waiver of a term in this Agreement and any amendment to this Agreement may only be made in a writing signed by the Senior Vice President of Human Resources for International Business Machines Corporation and myself.

12. This Agreement shall be governed by the laws of India. If any provision of this Agreement is unenforceable at law, the remainder shall remain in effect. I recognize that any violation of my obligations described herein would cause IBM to suffer irreparable harm and can result in disciplinary action, including dismissal from IBM, and any other appropriate relief for IBM including money damages, equitable relief and attorneys fees.

13. This Agreement shall constitute a part of my terms of employment with IBM, and is executed contemporaneously with my offer of employment/ employment contract with IBM.



My agreement, and my acknowledgment of receipt of a copy of this Agreement, are indicated by my signature below.

Employee's Full Name	Employee's Signature	Employee Serial No.	Date



S&P Capital IQ (India) Pvt. Ltd.

Survey No. 12P, Kondapur, Near Hitec City, Serilingampally Mandal, R.R. Dist, Hyderabad-500081, India. Tel: +91-40-44668866, Fax: +91-40-23112133

CIN: U72200TG1994PTC018719 www.spglobal.com

OFFER LETTER Private & Confidential

3rd April 2019 Ms. Navitha Kandadi

Plot No.41, Ground Floor Icrisat Colony, Phase 2, Beeramguda Hyderabad - 502032

We are pleased to offer you an employment opportunity as Data Researcher I at S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.

Job Grade: 7A

Segment: Market Intelligence

Date of Joining: 13th May 2019

Your total earnings (Cost to company) is Rs.387,744.00 (For details refer to Annexure-II and Addendum). The terms and conditions of this offer are enclosed herewith in Annexure – I.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing a signed copy (original) of the letter within 5 days of receipt.

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to withdraw or extend this offer.

Please note that your employment and the terms of employment referred herein will be effective only in the event of you successfully completing your MBA/MCom qualification by June, 2019. If you fail to complete your MBA/MCom qualification by June, 2019, the Company shall have the sole discretion to withdraw or extend this offer.

You are required to report to Human Resources team on date of joining at 10:00 AM for fulfillment of your joining formalities.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you, Yours faithfully,



Acknowledgement/ Acceptance

I am very pleased to accept the position as Data Researcher I at S&P Capital IQ (India) Pvt. Ltd. Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Navitha Kandadi

Feb 12, 2019

K.roshna

Letter of Appointment

Dear K.roshna,

- **1.0 Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Process Consultant**" The details of your entitlements and your salary are as per Annexure–II.
- **2.0 Date of Appointment:** Your effective date of Appointment will be on or before **May 06, 2019**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- **3.0 Initial Posting & Reporting**: Your initial posting in the normal course will be **Hyderabad** and you will report to the respective Business and/or Functional Head.
- 4.0 Documentation: You are required to furnish the following at the time of joining duty-
 - 4.1 Proof of age;
 - 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
 - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
 - 4.4 8 (eight) passport sized photographs;
 - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
 - 4.6 Photocopy of Passport, if available.
 - 4.7 Photocopy of your Aadhaar Card with number
 - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
 - 4.9 ESIC Number of previous employment.
 - 4.10 Any other documents as may be required by the Company.
- **5.0 Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure I. The said terms shall (and as maybe modified from time to time) be applicable to you.

Please sign and return a copy of this letter within 3 days of receipt as a token of your acceptance.

Yours sincerely,

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Sal Prasad Samudrala		
Deputy Manager - Human Resources		
Hinduja Global Solutions Limited		he Appointment Letter and I fully understand and erms & conditions contained herein
	-	er ms & conultions contained herein
	Signature:	
	Name:	
	Date:	
Encl: Annexure – I & II		

- 1.1 **Remuneration Details:** The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.
- 1.1.1 You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.
- 1.1.2 Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.
- 1.1.3 Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 1.1.4 You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.
- 1.1.5 Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.

2.0 The other terms and conditions of your appointment are as follows:

- 2.1 **Training:** You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.
- 2.1.1 Your continuation in the service of the company is subject to your satisfactory performance during the period of **training** and that the company reserves its rights to terminate your services in the event that your performance is found un-satisfactory
- 2.1.2 You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.
- 2.1.3 You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.

Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

- 2.1.4 Please note that in the event of your not joining the Company on or before the date mentioned in this letter of appointment, this letter of appointment shall automatically stand revoked
- 2.2 **Work Week:** The standard work week is **Monday to Friday / Saturday**. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.
- 2.3 **Regular Appointment:** On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with 2 month's notice or **2 month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.

Provision: Provided, however, that the above requirement for notice may be altered / modified in such manner as may be necessary for the company to discharge it's existing and forthcoming obligations.

2.4 Confidentiality: You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.

- Intellectual Property: The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.
- **Software & Legal Compliance:** The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.
- **Statutory Compliance:** You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc
 - **Company Property:** You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.
- **Job Assignment:** You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.
- 2.10 Transfer:
- 2.10.1 The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.
- 2.10.2 Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.
- 2.10.3 In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows:-
- 2.10.3.1 that you shall follow and be governed by the rules and regulations applicable.
- 2.10.3.2 That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.
- 2.10.3.3 That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.

2.10.4 In all such cases of transfer you shall be governed by the company's transfer policy and procedure.

3.0 Other terms and conditions:

Working Hours – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each day as per shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.

3.2 Double Employment Prohibited:3.2.1 You will devote full time and attenti

You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.

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- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing in each case.
- 3.3 Contact Details: You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves it's right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 Verification:
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external Interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence. criminal. economic or otherwise:
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 Savings: Notwithstanding anything contained herein, the company hereby reserves it's right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- **5.0 Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- **6.0 Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 Non-Solicitation: You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees,(b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Comp any's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 Non-Compete: The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 Representation. The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- **10.0** Interpretation/Severability. If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 Waiver of Breach. Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or has such party of any not party of any to remedy under this Letter of appointment will preclude the enforcement by such party is entitled by law to enforce.
- **12.0 Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- **13.0 Relocation**: expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from data of joining. You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.
- 14.0 Maternity Benefit: All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- **15.0** Acceptance: If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.

			- SALARY & ALLOV	VANCES		
Candidate Name		K.roshna				
Designation		Trainee Process Consult	ant			
Grade		PC2		Location		erabad
Components			w.e.f - DOJ		Monthly	Annual
			"A" FIXED		(100	74200
Basic House Rent Allowance					6190 2476	74280
Shift Allowance					5000	60000
Skill Allowance					1810	21720
"A" Sub-total – Gross Pay	•				15476	185712
A Sub-total - 010551 dy		"B" I	RETIRAL BENEFITS		15470	105/12
Advance against Statutory	Bonus				516	6190
) – Employer's Contribution			743	8916
Gratuity (@ 4.81% of Basi					298	3576
		ed Gross pay) – Employer's Coi	ntribution		760	9120
"B"Sub-total- Retiral be					2317	27804
Total Salary Cost (A + B)					17793	213516
			" VARIABLE PAY			
	0 100% of g	iven achievement targets)			2000	24000
"C" Sub-total - Variable					2000	24000
Total Cost to Company (A + B + C)				19793	237520
T + 10 + + 0			ANCE / OTHER BENE	FITS	10-00	00550
Total Cost to Company : (A + B + C +	DJ	Description		19793	237520
Benefit / Scheme Performance			Description			<u>Value / PA</u>
incentives	Will be paid upon completion of anniversary / annual appraisal (@100%).			Rs. 24,000 p.a**		
Subsidized Transport Service	An indicative cost of Rs.16,200/-Per annum towards transport subsidy is incurred by the employer for commuting between home to office and back. Facility to avail but no encashment is given if not availed.			Rs. 24,000 p.a**		
Group Insurance in Lieu	An Insurance henefit in the event of domice of an employee is provided under this Group Insurance				Rs. 6,02,000.00*	
of EDLI (Under PF Act)	Scheme du	uring an employees term, to his	Nominee/Family:		-	RS. 0,02,000.00*
Group Personal Accident	You are co	overed under group personal ac	cident insurance policy	of the company for a s	um of -	Rs. 6,00,000.00**
Group Term Life		overed under Group Term Life I				Rs. 1,00,000.00**
ESI Scheme		our dependent family members e (ESI) Act.	as declared will be cov	ered under the Employ	rees State	As applicable*p.m
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.			As applicable*		
Advance against provisional minimum statutory bonus	Dranidad @ 0.220/ afranz Davie new (DA) while state the alarge. The advance project state term have a will				As applicable*	
Provident Fund	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.			12% of Basic Pay* p.m		
Income Tax	Appropriate Income tax would be deducted in the payroll every month.			As applicable*p.m		
Professional Tax	If any as per the applicable rules in your state.			As applicable*p.m		
			entive Ratings and Earn	0		
Process Target achievemen	ıt	Below Expectations	100%	11	.5%	125%

* Statutory Schemes are subject to change as per the Law from time to time.

** These are voluntary schemes offered by the Employer, which may change, including withdrawal at any time without any notice.

Sai Prasad Samudrala Deputy Manager - Human Resources Hinduja Global Solutions Limited

K.roshna	
Date:	

i As per ESIC, family means all or any of the following relatives of an insured person namely :- a spouse, a minor legitimate or adopted child dependent upon the insured person, a child who is wholly dependent on the earnings of the insured person and who is (a) receiving education, till he or she attains the age of twenty five years, (b) an unmarried daughter, a child who is infirm by reason or any physical or mental abnormality or injury and is wholly dependent on the earnings of the insured person, so long as the infirmity continues and department parents



Private & Confidential

Date: 12 February 2019

Ms. Golla Mounika, 12-27 Varadaiahgaripalli Rajampeta Cuddapah Andhrapradesh - 516126

Dear Golla Mounika,

Subject : Offer Cum Appointment Letter

Further to your application and the subsequent discussion with us, we are pleased to offer you a career in **Karvy Stock Broking Limited**, as per the terms and conditions mentioned herein:

1. Date of joining, posting & location

You will join us on **6 May 2019** in our **Broking** Division at **Hyderabad**. Your title will be **Online Advisory** in Grade **SB (Officer)**. The Management reserves the right to transfer you on any assignment in any unit / department / associate concern of the Company anywhere in India or Abroad, as it may consider necessary, in its absolute discretion, from time to time, subject to the provision that your remuneration and other facilities will not be adversely affected.

2. Compensation

You shall be entitled to an all inclusive annual gross compensation of **Rs.2,00,000/- (Rupees Two Lakhs only).** A detailed break-up of your compensation structure is given in the Annexure (I) to this letter. The Compensation package shall be governed by the Policies and Guidelines of the Company presently applicable and as may be modified from time to time.

Further you are required to strictly maintain the secrecy and ensure that you do not divulge or communicate in any manner, any information regarding your remuneration or terms of employment to any other employee of the Company or other public at large. If found revealing any of the above information, strict disciplinary action shall be taken.

3. Probation Period

You will be on probation for a period of **6** months from the date of your joining. The probation period is extendable at the sole discretion of the Management by one or more terms of 3 months duration.

4. Notice period

During Probation Period

Your services are liable to be terminated by the company without assigning any reason by giving **30** days notice period or payment of gross monthly salary in lieu thereof on either side. However, in the event of your resignation, the company in its sole discretion shall have an option to accept the same and relieve you prior to completion of stipulated notice period of **30** days or without any pay in lieu of notice period.

Karvy Stock Broking Limited

After Confirmation

Your services can be terminated by the company by giving **60** days notice or payment of gross monthly salary in lieu thereof on either side. However, in the event of your resignation, the company in its sole discretion shall have an option to accept the same and relieve you prior to completion of stipulated notice period of **60** days without any pay in lieu of notice period.

5. Working hours

You shall follow the working hours of the company at the place of posting and as informed to you from time to time. Due to the nature of work in this industry, you shall be expected to adjust to extended working hours in case of any pressing commitment. For such extended hours of work you shall not be eligible to claim any overtime or any additional consideration frequently and/or if your job involves shift duties or late night work, you are required to familiarize yourself fully with your own personal effort with the public transport arrangements &safety requirements of any nature and further you are advised to make adequate arrangements for your transport &travel and for your own personal safety.

If you are assigned to a job/temporary duty in an unsafe territory/disturbed area, you are free to point out your requirements of safety.

6. Service rules and regulations

During your employment with the Company, you shall be governed by the Service rules, regulations, employee benefits, policies &procedures of the company detailed in the HR portal. This HR Manual is available to you from the HR Department and is also available online on the HR Intranet. You undertake to familiarize yourself with the HR manual and all amendments incorporated in the same from time to time by logging on to the company's Intranet through your unique identification code provided to you on your joining the company. The terms and conditions laid down in the HR manual and as amended/updated from time to time and published on the HR Intranet, shall be binding upon you, and shall form part of the terms &conditions of your employment with the company.

7. Duties and responsibilities

You shall apply yourself diligently and faithfully to all duties & responsibilities that may be assigned to you from time to time and will conform to such directions that shall be given to you by your superiors.

You will have the responsibility for efficient, satisfactory and economic operation in the areas of responsibility that may be assigned to you from time to time. It is the intention of the Company that every employee of the Company takes upon himself/herself a certain degree of responsibility and is accountable for the work undertaken by him/her.

8. Code of conduct

In addition to your adherence to the Code of Conduct detailed in the HR intranet of the Company, you also abide and understand that you are being hired in a position of trust and confidence and realize your accountability towards protection of Company's interest and matters relating to its business and shall:

(i) Maintain complete confidentiality and high level of integrity in all your actions performed on behalf of the company.

Karvy Stock Broking Limited

(ii) Practice high level of professionalism in business etiquettes, selection of attire, choice of language in conversation & documents and in over all conduct.

(iii) You will help in maintaining &enhancing the congenial, disciplined, participative and supportive work environment created by the company that fosters team spirit and high performance standards.

9. Non disclosure, secrecy and confidentiality

You acknowledge that the business of the Company is highly competitive and that any information concerning the Company's business (including but not limited to Strategies, Methods, Books, Records, Documents, Technical Information concerning its products &Services, Equipment, Processes, Customer Lists, Procurement Procedures, Pricing techniques, Credit &Financial data concerning Company, Customers and Business Affiliates) all comprise confidential business information and trade secrets, etc. vital to the business of the Company.

You hereby agree that you will not at any time during or after your employment period with the Company, make any unauthorized disclosure of any confidential business information or trade secrets of the Company, or make any use thereof, except for the benefit of and on behalf of the Company. For the Purpose of this paragraph, the term "Company" shall also include all affiliates of the Company.

Any disclosure which has not been expressly authorized by the Company shall be called 'Unauthorized Disclosure'. The unauthorized disclosure of confidential information shall constitute a serious misconduct and the Company shall be entitled to take appropriate disciplinary action against you including termination of service. Unauthorized disclosure and use of confidential information of the Company after the termination of your relationship with the Company shall entitle the Company to initiate appropriate legal proceedings, including but not limited to seeking an "Order of Injunction".

10. Non-solicitation & non-compete

You agree and undertake that during the term of your appointment with the Company and for a term of one (1) year after the termination of your appointment with the Company for any reason whether with or without cause, you will not, directly or indirectly solicit, induce, recruit, or encourage any Company employees, who were during the term of your appointment, employees of the Company, to leave their employment, or take away such employees, either for yourself or for any other person or entity without the Company's express written consent. You further agree and undertake that you will not engage in soliciting business or allied business that is similar or competitive with the business of the Company, with those clients with whom you had any contact, during your appointment and for a period of one (1) year after your appointment with the Company ceases.

11. Copyright

The copyright in all the work produced, i.e. literary, artistic, photographic or other work, documents/materials and intellectual property developed and gathered by you during the course of employment shall be and remain the exclusive property of the Company. You shall return the same to the Company on termination or at such earlier time as required by the Company. The work produced shall be the exclusive property of the Company shall be free to deal with the same in such a manner as it deems fit. This para is also applicable to any activity relating to Trade Marks, patentable work or any other activity leading to Intellectual property rights.

Karvy Stock Broking Limited



12. Usage of computers

The Company has extensively introduced computerization to improve efficiency and productivity. You herewith agree and undertake to extensively abide by the Information Technology policies and rules framed by the Company from time to time. Any misuse or violation of any of the I.T policy/rule shall make you liable for the disciplinary action by the Company including termination of your appointment and taking appropriate legal proceedings against you.

13. Undertakings:

(i) You agree that the assurances, undertaking, etc., in regard to your education/qualification certificates, work experience certificates, previous employer's certificates and all other certificates, information, declarations and undertakings are true and correct. You undertake that there are no claims, damages or legal actions of any nature instituted against you by any institutions, authorities including previous employer(s). You further undertake that no legal cases of above nature have been instituted against you in past or currently in progress even in your personal capacity. If any of the information or undertaking in relation to above is found incorrect, the Company reserves the right to take appropriate disciplinary action including termination of services.

(ii) You confirm that you have adequately declared in writing any kind of medical problem, which you may have had in past or present, prior to accepting the offer of employment with the company, including alcoholism. You confirm that any such history has been adequately disclosed by you to the company in writing prior to you having accepted the offer of employment in the company.

14. Professional ethics

The company follows highest level of ethics and follows the law of the land in conducting business and offering employment in different geographies. You are required to deal with the Company's information, money, material and documents with utmost honesty and professional ethics. If you are found guilty, at any point of time of moral turpitude or of dishonesty in dealing with the Company's money or material or documents or any affairs/information of the Company or of theft or of misappropriation, regardless of the value involved, the Company shall initiate appropriate action as per its disciplinary action policy, notwithstanding with other terms of the policy, it also includes termination of your services with immediate effect.

15. Safe custody of company property and recovery of dues

You will be responsible for the safekeeping and good condition and order of all the Company property entrusted to your care and charge. The company reserves the right to recover from you any unauthorized expenditure incurred, reposes of any company property lying in your possession, seek refund of any unsettled loan or unsettled advances taken and make a charge on your dues for any payments due to the company from you.

16. Indemnity

You shall indemnify the Company against any loss, damage, proceeding which the Company might suffer due to any wrongful, malafide acts, negligence, gross dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your services on such count or the right of the Company to seek other remedies which the Company may have to make good the loss or damage.

Karvy Stock Broking Limited



17. Exclusivity

During the term of your appointment with the Company, you will work exclusively for the Company and will not engage, in any manner whatsoever, in any other gainful or commercial employment or business or activity, rather part time or full time, directly or indirectly, related to the business in which the Company is now involved or becomes involved during the term of your appointment with the Company, nor will you engage in any other activities that conflict with your obligations of the Company.

18. Severability

If any term of this letter shall be invalid or unenforceable by any Court of competent jurisdiction, the remainder of this letter, other than that portion determined to be invalid or unenforceable, shall be unaffected thereby and each valid term of this letter shall be enforced to the fullest extent permitted by law.

19. Resolution of dispute

All disputes or differences arising in connection with this letter shall be subject to the jurisdiction of courts in Hyderabad only irrespective of your working location that may change as per exigencies.

20. Retirement

You will automatically retire from the services of the company at the end of month in which you attain the superannuating age of 58 years. Your date of birth as recorded with us, will be used to calculate your age of superannuation.

21. Handing over process

In case of your disassociation from the company due to any reason, before relief from the services of the company you will be required to complete your pending tasks and undertake a formal hand-over of charge of your job responsibilities to a designated official of the company identified by the Head – HR or your immediate supervisor. In case of your departure without completing the hand-over procedure as per the then prevailing policy of the company, the company reserves the right not to settle your accounts and not to pay any amounts as might be payable to you as far as may be permissible to hold under the applicable laws.

Further, in case of your disassociation from the company as aforesaid, you shall hand over to the designated personnel all material, information and property belonging to the company and in your possession at the earliest and not later than the last working day.

Karvy Stock Broking Limited



22. Termination of employment

Under certain specific circumstances as mentioned below, your employment can be terminated by the company anytime without providing any notice or compensation in lieu of notice whatsoever.

(i) Breach of any terms of this appointment, code of conduct, Policies &procedures of the company detailed in the HR manual, published on the company's Intranet or any rules made by the Company from time to time.

(ii) In the company's opinion; any act of gross misconduct &indiscipline on your account, De-falsification, Dishonesty, Misappropriation, Dereliction of duty in discharging your duties and functions, Unpunctuality, Neglect of duty.

(iii) Absence from your normal place of work for more than Seven (7) days continuously without appropriate reasons & prior sanction of leave.

- (iv) Consistent non--performance by you as per the verdict of the company.
- (v) Of your being convicted of any Criminal offence.

(vi) Of your mental or physical incapacity to discharge your functions.

In the event of intended termination from services on the grounds mentioned above, the company will seek your explanation in writing detailing the breach and will provide you seven days time for furnishing your explanation formally. The company reserves the right to accept or reject any such explanations provided by you and at the same time, the Company reserves the right to terminate your services without notice and explanation, with immediate effect, where the Company is prima-facie convinced of the breach of a serious nature. The company's decision to discontinue your services shall remain final and binding on you.

23. General

Employees may please note that their behavior towards any member of the public that they come across should be courteous. The Management reserves the right to take disciplinary action against any employee, who has been found to have misbehaved with any member of the public or any other individual.Further,

(i) The company will deduct taxes as appropriate and consistent with the Indian Tax regulations. You will be responsible for your tax liabilities under all applicable Tax Laws and Regulations.

(ii) You may be required to undertake travel on Company's work as and when required. In case of travel on Company business, you are entitled to such travel expenses/allowance as may be in force from time to time.

Karvy Stock Broking Limited

(iii) In case of any change in your residential address or any relevant changes in your personal data during the pendency of your employment with the Company, it shall be your duty to intimate the same to the Company in writing within three days from the date of change.

(iv) All communications mailed to you by the Company to the last address given by you shall be deemed to have been received by you.

(v) The terms and conditions contained herein shall be read along with the instructions, guidelines, policies, etc., and amendments thereof as presently applicable to you and as may be amended from time to time.

(vi) Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by HR manual/intranet and other policies and procedures of the Company as presently applicable and as may be amended from time to time.

(vii) You shall not do anything or cause to do anything which shall bring dishonor and/or disrepute to the Company or engage in unlawful/immoral activities.

(viii) If at any time you are involved in any legal/administrative/quasi-judicial proceeding(s), you shall immediately inform the Company the details thereof.

(ix) You shall not at anytime use your association with the Company to gain unfair advantage for personal purposes.

(x) In the event of termination of your employment by the Company and/or your resignation before completion of 12 months in service, you will need to refund Joining bonus paid to you at the time of joining , all or any expenses incurred by the Company on account of your Relocation.

24. Address for the purpose of Communication

Any communication sent to the following address shall be deemed to be proper service of the communication:

Mails sent to the address: Company: Karvy Stock Broking Limited., Email Id: hrhelpdesk@karvy.com Fax: +91 040-23311968 Employee Personal email id: mounikachowdary724@gmail.com

The parties undertake that they shall communicate/update any change in address within one month of any change taking place in the above particulars and the said change shall be deemed to become effective if sent by Registered Post to the above address or the personal email id or fax number of the parties mentioned above.

The terms and conditions that are not specifically set forth in this letter will be determined pursuant to the applicable laws of India and the Company's policies and code of conduct, which may be amended from time to time.

Karvy Stock Broking Limited



This Agreement shall be governed by and construed in accordance with the law of India. If you are in agreement with the conditions outlined in this letter including the annexures, please signify your receipt and acceptance and return a copy of this letter to us.

We wish you a long and happy association with us.

Thanking you, for **Karvy Stock Broking Limited** Sd/-

Karuna Kamath Assistant General Manager Human Resources

Please Note : This is an on-line letter, hence, does not require any authorized signature.

Enclosed : Compensation Structure - Annexure I

Acknowledgement and Acceptance

I have read and understood the above Terms & Conditions hereby signify my acceptance

Name:

Golla Mounika

Annexure – I

Grade:	SB (Officer)	Location	Hyderabad
Name:	Golla Mounika	Designation:	Online Advisory

Compensation Structure

Particulars	Amount in INR per month	Amount in INR per annum
Basic	3,330	39,960
HRA	2,000	24,000
Other Allowance	7,417	89,004
Provident Fund (Employer Contribution)	400	4,800
Advance Bonus	670	8,040
Conveyance	1,600	19,200
Medical	1,250	15,000
Fixed CTC	16,667	2,00,000

(Rupees Two Lakhs only)

Other benefits:

Personal Accident Cover:	:	Personal accident cover for self in cases of death or disability
Mediclaim	:	Covered under ESIC or Mediclaim Insurance for Self, Spouse and Two children, whichever is applicable.
Gratuity	:	As per Gratuity Act

Note:

Compensation is a personal & confidential matter between you and the Company. You are not supposed to discuss or share this with anyone. Any discussion or disclosure of your compensation with anyone other than your department head or HR is liable for disciplinary action.

-----X------

Karvy Stock Broking Limited



ADP Private Limited

Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082 Ph: +91 40 6757 0000

Welcome to the ADP Family! We are thrilled to have you with us and look forward to an enriching relationship ahead. We are sure you would have received an e-copy of your offer letter and enclosed is a physical copy of the same offer letter

As a part of our onboarding process, the enclosed documents are required to be filled and submitted on the day of joining.

- Two copies of passport size photograph
- Confidentiality Agreement
- Code of Business Conduct & Anti Bribery Policy
- Provident Fund declaration and transfer form (Please use the transfer form only if you wish to transfer the PF account from the current/past employer to ADP)
- Bank application form(s) for your salary account
- Joining Details Form

Please ensure to report at the ADP office no later than 9.00 AM on the day of joining. Kindly bring along the following documents in case you have not submitted them to us earlier:

- 1. Relieving/Experience letter from the last employer (If applicable)
- 2. PAN card copy

Please feel free to connect with your candidate manager in case of any queries on the offer.

Your Back Ground Check has been initiated and a third party team will be reaching out to you shortly on the same.

For any on-boarding assistance, please email to hyderabadhrsharedservicesteam@adp.com

The ADP family wishes you a fun-filled, fulfilling journey ahead.

Best Regards,

ADP Human Resources



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ADP Private Limited

Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082 Ph: +91 40 6757 0000

04 December, 2018

S Maha Laxmi Sunkari 16/9/569/3/b, old malakpet ,hyderabad , malakpet~, Hyderabad 500036

Dear S Maha Laxmi,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment in our organization. Please find the details below:

Position:	Process Associate
Grade:	GI LI
Date of Joining:	On or Before 12 Aug, 2019
Compensation:	Gross Compensation of Rs.200,002/- (Rupces Two Lakh and Two Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP. (Details are attached).
Probation & Notice Period:	You will be on probation for a period of six months from the date of your joining, during this period, you will be entitled to all benefits per ADP's policy & your employment with the Company is terminable by serving a notice of fifteen days on either side. On successful completion of probation period, the notice period would be of sixty days on either side.ADP reserves the right to terminate your employment on the basis of, but not limited to, non-adherence to ADP's Code of Conduct & Ethics and other related policies, non-performance and elimination of the position per ADP's business needs.
Place of work:	Your initial place of work will be at Hyderabad. However, your services are transferable and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Note: Please find the details of the terms & conditions of this offer attached. The details of which are strictly confidential and should not be shared with anyone.

We wish you a long and successful career with ADP.

Sincere

Viput Singh (Vice President & Head HR)

S. Balat:

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ADP Private Limited

Regd. Office : 6-3-1091/C/1, Fortune 9, Raj Bhavan Road, Hyderabad - 500082 Ph: +91 40 6757 0000

Details of Compensation

Name : S Maha Laxmi

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
Basic Salary	4,130	49,560
House Rent Allowance (40% of Basic Salary)	1,652	19,824
Flexible Benefits**	2,039	24,468
Special Allowance	3,727	44,724
B. Bonus (20% of Basic Salary paid monthly)	826	9,912
C. Standard Benefits		
Provident Fund***	1,192	14,304
Gratuity	199	2,388
Gross Compensation (A+B+C)	13,765	1,65,180

Variable Performance Incentive (VPI)# (will range	0%	100%	175%
from 0% to 175% based on performance)	 0	19,822	34,688
EOC Allowance		15,000	
Total CTC (Gross + VPI + EOC Allowance)##		2,00,002	

In addition to the gross yearly compensation, the associates' contribution of Rs. 2,861 and employer's contribution of Rs. 7,766 towards ESI would be borne by ADP.

* Indian Rupees

** Flexible Benefits include Medical Reimbursements, Leave Travel Allowance and Child Education Allowance

*** PF will be deducted as per the statutory norms

[#] These are indicative payouts at your grade and will vary based on your performance, performance of your business unit & ADP

Total CTC is computed at 100% VPI payout

Tax will be applicable as per Government slab

S. Daboy-

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Terms and Conditions

1. Working Hours

The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during the hours assigned to you by your leaders which may include night shifts. You will be required to work 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

2. Confidentiality

You will be required to execute a confidentiality agreement at the time of joining, regarding your employment and the business matters of the organization.

3. Authenticity

Please note that this offer is subject to the authenticity of the information and documentation provided by you. In the event the information provided is proved to be false / untrue, the organization reserves the right to immediately terminate your services.

4. Documents

This Offer would stand cancelled if you fail to successfully complete your educational degree and do not meet the percentage criterion as specified during interviews.

5. Permanent Account Number (PAN)

Permanent Account Number (PAN) is mandatory under Income Tax Act for processing salaries. In the absence of PAN, TDS would be deducted as per the applicable slab rate of Income Tax.

6. Statutory Benefits

<u>Provident Fund:</u> Provident Fund will be deducted from your salary as per EPF Act. The organization will also contribute a matching amount towards your Provident Fund. The PF related components of the compensation would be governed by the relevant statutory laws as may be applicable from time to time.

<u>Gratuity:</u> The Gratuity is paid to the associates as per the Gratuity Act, 1972 and would be governed by the relevant statutory laws as may be applicable from time to time.

7. Statutory Compliance

Income Tax and Profession Tax or any other payments will be deducted from your salary, as applicable as per statutory laws.

S. Dahaf:



The Flexible Benefit is a key component in your Gross Yearly Compensation. It allows you the flexibility to claim tax exemption benefit, as per Income Tax norms / rules in practice for the given financial year.

9. Health Insurance

You and your dependents will be covered as per the existing Mediclaim Insurance Policy provided by the organization.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the organization.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the organization policy. You are also entitled to avail the Public Holidays as per the organization policy. Leave should be taken, as mutually agreed between you and the Reporting Manager.

For those members who joined the organization after January 1st, Leave entitlement for the period between your date of joining and 31st of December will be allocated on a pro rata basis.

12. Variable Performance Incentive

You wil! be eligible for variable performance incentive based on your performance, performance of your business unit and ADP, which will be paid as a one-time amount every year as per the organization's variable performance incentive payment cycle. In case the period of employment is less than one year at the time of bonus cycle, the amount will be computed on a pro-rata basis.

13. Maternity Benefit

Women associates would be eligible to avail maternity related benefits per prevailing statute and relevant organizational guidelines applicable from time to time.

14. Drug Test

You will be required to undergo a drug test with the organization on the day of induction. If tested positive for any of the banned & illegal drugs as per the organization policy, it would result in action leading up to termination.

15. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all associates. Additionally, Advanced Background Checks (Criminal, Education & Employment from the time the associate turned 18 till present along with Address details where the associate has resided in the past 10 years) may be conducted for associates depending on the organization policy / business need. If the information provided by you is misrepresented, the organization would take appropriate action leading up to termination of employment.





Highly Confidential

StateStreet Corporate Services Mumbai Pvt Ltd

3rd Floor, 6B RMZ Ecoworld, Outer Ring Road, Varthur Hobli Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

Name: Title	Nafeesa Begum Associate 1	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic	and the second	8,75	0 1,05,000
Home Rental Allowance		4,37	5 52,500
eave Travel Allowance		1,45	8 17,500
Statutory Bonus		1,75	0 21,000
ipecial Allowance		7,19	7 86,360
mployee State Insurance-	Company Contribution		
Provident Fund - Company		1,05	0 12,600
Gratuity - Company Contrib		420	and the second
GUARANTEED CASH (TOTA	COMPENSATION)	25,000	3,00,000

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.

2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines

3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anticorruption requirements & background verification checks conducted by the company.

4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbal Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name:

Nafeesa Begum

Date:

CIN:U74130KA2007PTC043738

Information Classification: Highly Confidential



3^{ct} Floor, 6B RMZ Ecoworld Outer Ring Road, Varthur Hobii Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

	LETTER O	FINTENT	
Name: Title	Mahima Sharma Associate 1	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,750	1,05,000
Home Rental Allowan	ce	4,375	
Leave Travel Allowance		1,458	17,500
Statutory Bonus		1,750	
Special Allowance		7,197	
Employee State Insura	ance- Company Contribution	-	
Provident Fund - Com	pany Contribution	1,050	
Gratuity - Company C		420	
	TOTAL COMPENSATION)	The second se	
		25,000	3,00,000

Highly Confidential

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

Note:

- -

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.

2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines

3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anticorruption requirements & background verification checks conducted by the company.

4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name:

Mahima Sharma

Date:

CIN U74130KA2007PTC043738

Information Classification: Highly Confidential



Highly Confidential

3¹⁸ Floor, 68 RMZ Ecoworld Outer Ring Road, Varthur Hobli Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

Name: Title	Manukonda Sirisha Associate 1	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,7	50 1,05,000
Home Rental Allowan	ce	4.3	
Leave Travel Allowand	e	1.4	,
Statutory Bonus		1,7	,
Special Allowance			
Employee State Insura	ance- Company Contribution	7,1	
Provident Fund - Com		-	•
Gratuity - Company Contribution		1,0	
		4.	20 5,040
GUARANTEED CASH (TOTAL COMPENSATION)		25,0	3,00,000

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

Note:

1. This is only a letter of Intent and the confirmation will happen only once you receive an offer letter from the company.

2. This offer is a conditional letter and is subjected to you clearing your academics as per your institution/university guidelines

3. This letter of intent will be followed with an offer letter and your employment with us is subject to you successfully clearing State Street's anticorruption requirements & background verification checks conducted by the company.

4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Name:

Manukonda Sirisha

Date: 19/01/2019 CIN U74130KA2007PTC043738

Information Classification: Highly Confidential



Highly Confidential

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www.statestreal.com

	LETTER O	OF INTENT	Service Station
Name: Title	Kavya Sree Jampana Associate 1	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,750	1,05,000
Home Rental Allowance		4,375	52,500
Leave Travel Allowance		1,458	17,500
Statutory Bonus		1,750	21,000
Special Allowance		7,197	86,360
Employee State Insurance	e- Company Contribution		,
Provident Fund - Compa	ny Contribution	1,050	
Gratuity - Company Con	tribution	420	
GUARANTEED CASH (TC	DTAL COMPENSATION)	25,000	

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage up to 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

Note:

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5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Row Sign:

Name:

Kavya Sree Jampana

Date: 19th january,2019 CIN U74130KA2007PTC043738

Information Classification: Highly Confidential



3rd Floor, 6B RMZ Ecoworld, Outer Ring Road, Varthur Hobli Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

Name: Fitle	Bidakoti Nandini	Date of Joining:	June'2019 - October'2019
	Associate 1	Location:	Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,750	1,05,000
Home Rental Allowan	ice	4,375	
Leave Travel Allowan	ce	1,458	02,000
Statutory Bonus		1,750	21,500
Special Allowance		7,197	22,000
Employee State Insur	ance- Company Contribution	-	86,360
Provident Fund - Con			-
Gratuity - Company (1,050	12,000
E Contraction of the local data	(TOTAL COMPENSATION)	420	5,040
CONTEND CON	(TOTAL COMPENSATION)	25,000	3,00,000

Highly Confidential

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

Note:

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4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

D.Nardini Sign:

Name: Bidakoti Nard'ini Bidakoti Nandini

Date: 20/01/2019 CIN U74130KA2007PTC043738

Information Classification. Highly Confidential



3^{rti} Floor 6B RM2 Ecoworld, Outer Ring Road Varthur Hobli Bangalore E Taluk, Bangalore 560103

www.statestreet.com

	LETTE	R OF INTENT	The second second
Name: Title	Aashwitha Associate 1	e e te er sennig.	une'2019 - October'2019 Iyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,750	1,05,000
Home Rental Allowance		4,375	52,500
Leave Travel Allowance		1,458	17,500
Statutory Bonus		1,750	21,000
Special Allowance		7,197	86,360
Employee State Insurance- Company Contribution		-	
Provident Fund - Company Contribution		1,050	12,600
Gratuity - Company Contribution		420	5,040
GUARANTEED CASH (TO	TAL COMPENSATION)	25,000	3,00,000

Highly Confidential

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

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Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

ashwitha

Name:

Aashwitha

Date:

CIN U74130KA2007PTC043738

Information Classification: Highly Confidential



3rd Floor, 6B RMZ Ecoworld, Outer Ring Road, Varthur Hobli Bangalore E Taluk, Bangalore, 560103

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	LETTER OF	INTENT	
Name: Title	Priyanka Tak Associate 1	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,750	1,05,000
Home Rental Allowan	ice	4,375	5 52,500
Leave Travel Allowance		1,458	3 17,500
Statutory Bonus		1,750	21,000
Special Allowance		7,197	86,360
Employee State Insur	rance- Company Contribution		40
Provident Fund - Company Contribution		1,050	12,600
Gratuity - Company Contribution		420	5,040
GUARANTEED CASH	(TOTAL COMPENSATION)	25,000	3,00,000

Highly Confidential

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

Note:

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4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

Brigankafak

Name:

Priyanka Tak

21/01/2019.

Date:

CIN:U74130KA2007PTC043738

Information Classification: Highly Confidential



Highly Confidential

3rd Floor, 6B RMZ Ecoworld, Outer Ring Road, Varthur Hobli Bangalore E Taluk, Bangalore, 560103

www.statestreet.com

	LETTER C	OF INTENT	
Name: Title	Layana Thermadam Associate 1	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
	SALARY COMPONENTS	MONTHLY	ANNUAL
Basic		8,750	1,05,000
Home Rental Allowance		4,375	52,500
Leave Travel Allowance		1,458	17,500
Statutory Bonus		1,750	21,000
Special Allowance		7,197	86,360
Employee State Insurance	- Company Contribution		-
Provident Fund - Company Contribution		1,050	12,600
Gratuity - Company Contribution		420	5,040
GUARANTEED CASH (TOT	AL COMPENSATION)	25,000	3,00,000

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

Sodexo Coupons:	1500 per month (1500*12 = 18000 p/a)
Personal Accident Insurance:	Coverage upto 3 times of annual salary (for self only).
Life Insurance:	Coverage upto 3 times of Annual Fixed Pay (for self only).
Hospital Insurance:	Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse,
	two Children and Parents (sub limits for parents).

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4. Leave Travel Allowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as taxable at the end of the financial year.

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Sign:

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17/01/17

Name:

Layana Thermadam

Date:



3" Floor 68 RMZ Exoworld Outer Ring Road Varthur Hobli Bangalore E Taluk, Bangalore, 560103

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	LETTER (DF INTENT	
Name:	Jukanti Himabindu	Date of Joining: Location:	June'2019 - October'2019 Hyderabad
Title	Associate 1	MONTHLY	ANNUAL
	SALARY COMPONENTS	MONTHET 8,7	50 1,05,000
Basic		4,33	52,500
Home Rental Allowance		1,4	17 500
Leave Travel Allowance		1,75	21 000
Statutory Bonus		7,19	26 360
Special Allowance		,,	
Employee State Insurance- Company Contribution		1,05	12,600
Provident Fund - Company Contribution		1,0-	5 040
Gratuity - Company Contribution		25,00	2 00 000
GUADANTEED CASH	(TOTAL COMPENSATION)	25,00	in the sed life

Highly Confidential

In addition to the above earnings, you shall also be entitled to a Discretionary Bonus, Sodexo Coupons, Shift Allowances, Personal accident and Life Insurance cover as governed by State Street Corporation policies and guidelines.

1500 per month (1500*12 = 18000 p/a) Sodexo Coupons: Coverage upto 3 times of annual salary (for self only). Personal Accident Insurance: Coverage upto 3 times of Annual Fixed Pay (for self only). Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Shouse, Life Insurance: Hospital Insurance: two Children and Parents (sub limits for parents).

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corruption requirements & background verification checks conducted by the company. 4. Leave Travel Ailowance can be claimed at actuals against bills in line with rules laid down by Income Tax Act. Unclaimed amount will be paid as

5. Performance Incentive schemes and any other form of variable compensation is subject to company, business and individual performance.

We are delighted at the prospect of you joining our organization and would like to take this opportunity to welcome you to the company.

Please sign below and return to us a copy of this letter. Please also note this offer is strictly private and confidential and we request you to treat your employment terms with the strictest confidence.

For StateStreet Corporate Services Mumbai Private Limited

Merlyn Fernandes Vice President - Talent Acquisition

I have understood my roles and responsibilities and accept the terms and conditions mentioned in this Letter of Intent.

Himabindy Sign:

Name:

Jukanti Himabindu

19/01/19 Date: CIN U74130KA2007PTC043738

Information Classification: Highly Confidential



College/Institute Name: St. Anns College for Women.

Date: 22 01 19

Subject: Expression of Interest - Campus

Dear_k. Sushma Ramesh.

We are pleased to convey through this Expression of Interest letter that you are being considered for the position of < <u>Representative</u> > provided you successfully complete your graduation and fulfill other requirements. This letter is intended only as an overview of the potential offer from Concentrix Daksh Services India Private Limited (hereinafter, 'Concentrix'/ 'Company'). The detailed terms and conditions of employment will be contained in an Appointment letter (if any), which may be issued by the Company and may contain additional provisions to those herein.

- 1. Your initial place of work shall be at the company's discretion and can be at any Concentrix locations.
- You will be required to bring the following documents at the time of joining: (i) the Original copy of this letter;
 (ii) the Originals and 2 set of photocopies of the documents mentioned in Mandatory Document Checklist.
- This Expression of Interest shall remain valid for a period of 30 days from the date of your Final Examination. Considering the candidature beyond the 30 day period would be as per the requirement in the organization.

On submission of the above-mentioned documents, the Company may issue you an Appointment Letter with details of all service terms and conditions and salary structure along with a proposed date of joining. If any information furnished by you in your application or during the selection process is found to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may withdraw this expression of interest without any notice. We encourage you to contact us at <u>campusplacements@concentrix.com</u> at least a week prior to your coming to cur office.

K. Sushma:

CNX/REC/ART/AGHR/EOI/4.0

Concentrix Daksh Services India Private Limited 7th Floor, SRK Destiny, VIP Road, Visakhapatnam - 530002, Andhra Pradesh +91 0891 4530217 Registered Address: R Cube, Suite Nos - 06 & 07, Lower Ground Floor Level, Shivaji Stadium Metro Station, Airport Express Line, New Delhi – 110001, India +91 11 4701 6288

CIN: U72200DL1999PTC102972

info@concentrix.com • www.concentrix.com

CONCENTRIX

Please note that this letter is not an offer of employment or a legally binding contract of employment. An offer for employment shall be made to you at the sole discretion of the Company and there is no obligation on the Company to do so. An employee-employer relationship between you and the Company shall be established only upon the Company's issuance and your acceptance of a legally binding contract of employment.

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

Yours sincerely,

nishna Alladurgam Authorized Signatory Name Date

Concentrix Daksh Services India Private Limited

Name of Candidate: K. Sushma Ramesh.
Dato: 22 01 19
Signature of Candidate: K. Suchma

CNX/REC/ART/AGHR/EOI/4.0



Grononjali Naidu Dear

Date 08 /10/2018

This refers to your application and subsequent interview with us. We are pleased to inform you that you have been offered an opportunity to enroll for our – "Certificate Programme in Financial Markets Sales and operations", which would enable you to build a career in Financial Markets in sales and Operations.

As discussed the offer is subject to the following terms and conditions:

- Your total programme fees will be Rs. 30,000/- (Thirty Thousand Only), however, BSE Institute Ltd is pleased to offer you a Scholarship of Rs. 28,000/-.
- 2. This offer is subject to your joining us by paying a commitment fees of Rs 2000/- only.
- 3. Your training centre location would be ffyderalad
- 4. You are requested to bring the original and photocopy of the documents mentioned below along with you on $\frac{11}{10} \frac{10}{2018}$ date. As a part of our joining compliance.
 - Educational Certificates and Mark sheets Xth, XIIth, Graduation & Post-Graduation (once completed).
 - b. Experience and Relieving certificate, Resignation copy (if applicable).
 - c. PAN Card/ Aadhar Card /Passport.
 - d. 2 -Passport Size Photographs.
 - e. Cheque or Demand Draft for Rs.2000/- drawn in favour of BSE Institute Ltd.
- Upon joining this programme you undertake to complete the programme and abide by the laid terms and conditions of the programme.
- Upon successful completion of the programme and graduating with a minimum of 50% marks, you shall be eligible for opportunities with organizations offering various financial Services.
- Placement opportunities in terms of Job role and responsibilities would depend on the organization where placement is provided.
- This is an offer given to selected students to join the program and in no way means to provide any
 opportunity, or employment with BSE or BSE Institute.
- 9 If selected for opportunities in organizations engaged in international financial services, you shall be required to work in international shift patterns.
- 10. You will abide by all rules and regulations of BSE Institute that are in force or may come in force.

We look forward to you joining this programme and wish you a fruitful career.

Rahul Ranadive. (Vice President and Business Head)

Student's Signature

A wholly owned subsidiary of BSE Limited

Regis Office Address, 25th Place P. J. Towers, Datal Street, Fort, Municipal, 40001 (1) India | Tel. +91 2272 8303 Fax. +91 2272 3250 | CINE U80903MH-2010PL (Coasts)



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GUARANTEED CASH (TOTAL CONTENSATION)

In addition wither above manifully, you shall also be entitled to a Discretionary Bonas, Sodero Coupons, Shift Allowances, Personal accident and Life brown areas a server in a grademented by State Street Comparations policies and grade lines.

Sodexa Claughons: Personal Accident Insurances Life insurance: Hospital Insurance:

1500 per month (1500*12 - 18000 p/a) Coverage up to 3 times of annual salary (for self only). Coverage opto 3 times of Annual Fixed Pay (for self only). Hospital Insurance coverage of INR 5,00,000 per annum which includes Family. Family consists of Self, Spouse, two Children and Parents (sub limits for parents).

Note:

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5. Restammance incentive schemes and any other form of variable compensation is subject to company, publics, and included performance.

State Sheed Corporate Services Mumbal Pvt Ltd

3" FROM CB RMZ Ecoworld. Owner Ring Road, Varihue Houte Banyalore I. Jakir, Bangakare, 500103



www.statestreet.com

HTTER OF INTENT

Willy I. Kardalairebal

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	8,750	1,05,000
	4, 375	52,500
	1,458	17,500
	1,750	21,000
	7,197	86,360
	1,050	12,600
	420	5,040
	25,000	3,00,000

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EUT

Dear Anusha,

We have the pleasure to inform you the terms and conditions governing your employment with Fujiyama Software Solutions Pvt. Ltd.

Designation: 1.

Your designation will be 'Associate Technical Recruiter- US Staffing'.

Compensation & Benefits: 2.

The Compensation & Benefits applicable to you are personal and should be treated with utmost confidence. These are not to be discussed or divulged to anybody else other than for statutory purposes. Your cost to the company (CTC) will be INR: 2,40,000/- (Rupees I wo Lakhs and Forty-Thousand) per annum. You will be entitled to performance linked incentives. The salary Structure will be provided to you after joining.

3. Effective Date of joining:

Your indicated date of joining is 21-April-2019.

Your appointment shall come into effect from your date of initial

Probation Period: 4

You shall be on probation for a period of six months from the date of your appointment as Associate Technical Recruiter- US Staffing!; however Company reserves the sole discretion to extend of reduce the same. On successful completion of probation or any excession thereof, you will be confirmed in the services of the Company' Confirmation shall take effect upon the issue of statistic manage is a first of a first of the state of a first state in the list of a first state of a first

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S&P Capital IQ (India) Pvt. Ltd. Survey No. 12P, Kondapur, Near Hitec City, Serilingampally Mandal R.R. Dist, Hyderabad-500081, India. Tel: +91-40-44668866, Fax: +91-40-23112133

CIN: U72200TG1994PTC018719 www.spglobal.com

OFFER LETTER Private & Confidential

3rd April 2019 Ms. Navitha Kandadi

Plot No.41, Ground Floor Icrisat Colony, Phase 2, Beeramguda Hyderabad - 502032

We are pleased to offer you an employment opportunity as Data Researcher I at S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.

Job Grade: 7A

Segment: Market Intelligence

Date of Joining: 13th May 2019

Your total earnings (Cost to company) is Rs.387,744.00 (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure - I.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing a signed copy (original) of the letter within 5 days of receipt.

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to withdraw or extend this offer.

Please note that your employment and the terms of employment referred herein will be effective only in the event of you successfully completing your MBA/MCom qualification by June, 2019. If you fail to complete your MBA/MCom qualification by June, 2019, the Company shall have the sole discretion to withdraw or extend this offer.

You are required to report to Human Resources team on date of joining at 10:00 AM for fulfillment of your joining formalities.

We're glad to have you on board and wish you a long, productive and satisfying career with usl

Thanking you, Yours faithfully,

-+1 10+

Authorized Signatory For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance

I am very pleased to accept the position as Data Researcher I at S&P Capital IQ (India) Pvt. Ltd. Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Navitha Kandadi



Date: Location: Hyderabad

Sub: Letter Of Intent

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of Revenue Cycle Officer or earlier.

On joining, your annual remuneration will be INR 3,50,000/- (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time

Please note you will be on probation for a period of Six Months from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, IJP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of

You may be required to work in the night shift and/or staggered timings. An appointment letter will be issued to you on reporting to work. At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II. Kindly sign and return the duplicate copy of this letter as a token of your acceptance of the offer.

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best Thanking you, Inventurus Knowledge Solutions Pvt. Ltd.

Sudip Datta **VP-Talent Acquisition CoE** I accept the above offer on the terms indicated.

Candidate Signature

Date

Inventurus Knowledge Solutions Private Limited, M/s. Serene Properties Pvt, Ltd. (SEZ), Unit No. 203, Building No. 5 & 6, Mindspace, Airoli, Navi Mumbai - 400 708, India | Board: +91 22 3071 1100 | Fax: +91 22 6646 6879 | info@ikshealth.in | www.ikshealth.com

Registered Address: Panduronga Timblo Industries, Akash Bhavan, 2nd Floor, Opp. Canara Bank, Panjim, Goa - 403 001, India CIN: U72200GA2006PTC004816



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EMPLOYMENT AGREEMENT

This Employment Agreement (the "Employment Agreement") is made on this July 03,2019 by and between StateStreet Corporate Services Mumbai Private Limited, a company incorporated under the laws of India and having its principal place of business at Hyderabad (the "Company"), and Jukanti Himabindu, an individual, currently residing at HYDERABAD (the "Employee").

RECITALS

WHEREAS, the Employee possesses knowledge, skill and experience advantageous to the Company.WHEREAS, the Company desires to employ the Employee as a 'Associate 1', of the Company on the terms and subject to the conditions set forth in this Employment Agreement and the Employee is willing to be so employed by the Company. NOW, THEREFORE, in consideration of the promises, mutual agreements and covenants contained in this Employment Agreement and other good and valuable consideration (the receipt and sufficiency of which is hereby mutually acknowledged), the Company and the Employee hereby agree as follows:

AGREEMENTS

1 Employment

- a) Subject to the terms and conditions of this Employment Agreement, the Company hereby employs the Employee as 'Associate 1', and the Employee hereby agrees to serve the 'Company in such capacity, as an employee at will, for the period commencing July 29,2019 (the 'Effective Date') and until termination of this Employment Agreement by the Employer, (the 'Employment Term').
- b) The Employment Term includes a three (3) month probation period (the "Probation Period") which shall commence from the Effective Date, following which the Company may, in its sole discretion, either extend the Probation Period for any period of time (the "Extended Probation Period") or confirm the Employee's employment with the Company.
- c) Subject to Section 8 of this Employment Agreement, the Employee's employment with the Company shall, after the completion of the Probation Period and after the completion of the Extended Probation Period, if any, be deemed to have been confirmed unless the Employee, within a period of fifteen (15) days after the completion of the Probation Period and within a period of fifteen (15) days after the completion of the Extended Probation Period, if any, receives a notice of termination of his/her employment with the Company



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2 Time to be devoted to Employment and hours of work

The Employee shall, except during vacation periods or absences due to temporary illness, devote his/her best efforts and full time attention and skill and his/her professional and business time, attention and energies to his/her duties and responsibilities hereunder. The employee is required to dedicate a minimum of 45 (forty five) * hours a week towards fulfillment of his/her duties under this Employment Agreement. The requirements of the Employee's employment do call for some flexibility and the Employee will be expected to work such hours as may be necessary for the proper and satisfactory performance of the Employee's duties without additional remuneration. The Employee agrees that he/she will not be entitled to any overtime compensation for additional hours devoted to his/her employment with the Company.

Employee may be required to work either on day or night shifts and which shift pattern employee will be required to work, will be determined and communicated to the employee by their manager. Employee hours and work and shift timing may be subject to variation depending on the schedule operated by their respective team or department, for which employee will be notified from time to time.

3 Duties

- a) The Employee shall during his/her employment under this agreement:
 - i. Perform the duties and discharge the responsibilities of the role
 - ii. In addition to the duties and responsibilities which the position of the Employee normally entails, the Employee may, from time to time, be required to undertake additional or other duties and/or responsibilities consistent with the Employee's designation, and as may be deemed necessary by Head of the Entity to meet the needs of the business of the Company.
- b) The Employee shall be based in Hyderabad but may be required to work in any place within India which the Company may require for the proper performance and exercise of his/her duties and responsibilities and the Employee may be required to travel on the business of the Company anywhere within and outside India.

4 Remuneration and Related Matters

- a) Employee's annual salary and other compensation as of the date of this Agreement is as set forth in Exhibit "A" hereto, which are subject to review and modification annually by the Company. The Company shall be entitled to withhold from any payments due to Employee pursuant to the provisions of this Agreement any amounts required to be withheld by any applicable taxing or other authority, or any amounts loaned to Employee by the Company.
- b) The Company shall also reimburse to Employee any reasonable business expenses incurred by the Employee on behalf of the Company, during the Employment Term and arising out of the fulfillment of his/her responsibilities and duties hereunder.

5 Hours of Employment and Holidays

Subject to Section 2 and 3 hereof, the Employee shall be entitled to take the public holidays as applicable in the state of Telengana, such number of additional holidays as may be decided, from time to time, by the Company.

CIN:U7413tauaccordances with the company policy, the Employee shall be entitled to take Fifteen (15) days' Earned Leave and Five (5) Casual Leave for every year of service.



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6 Policies and Practices

The Employee agrees to abide by all the Company rules, regulations, instructions, policies, practices and procedures which the Company may amend from time to time and communicate to the Employee and to indemnify the Company for any loss suffered as a consequence of a breach by the Employee of the Company rules, regulations, instructions, policies, practices and procedures, if these losses are a direct result of gross negligence on part of the Employee.

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Such rules, regulations, instructions, policies, practices and procedures are set forth in the Company's Staff Hand Book, and are incorporated in this Employment Agreement by reference. The Employee shall receive a copy of the Company's Staff Hand Book on their first day of employment.

Additional Employment-Related Agreements and Codes

You will also be required to complete State Street's online Standard of Conduct (and Code of Ethics where applicable) certification and learning assessment following the commencement of employment, as a condition of continued employment

In addition, where applicable, if you accept this offer of employment you will become subject to the [State Street Global Advisors/SSGA Funds Management, Inc.] [State Street Global Markets] [IMS West] Code of Ethics enclosed within, which includes certain trading requirements such as pre-clearance and use of designated brokers. By signing and returning this offer, you acknowledge and agree that you will comply with the Code of Ethics (as it may be in effect from time to time) throughout your employment.

7 Employment Benefits

The Employee shall receive the following employment benefits:

a) The Company shall every year contribute to the provident fund established under the Employees Provident Fund Scheme ("Provident Fund Scheme") framed under Section 5 of The Employees' Provident Funds and Miscellaneous Provisions Act, 1952, as amended (the "Provident Fund Act") an amount equal to 12% of the Salary and relevant allowances. The Employee hereby agrees and confirms that the Company shall be entitled to, and shall, deduct from the Employee's Salary and pay to the provident fund established under the Provident Fund Scheme as the Employee's contribution to such fund an amount equal to 12% of the Salary and relevant allowances. Such contributions shall be made in accordance with the provisions of the Provident Fund Scheme and the Provident Fund Act. If such provisions require payment on a monthly basis, then the contributions shall be made with reference to the pro-rated monthly amount of the Salary and relevant allowances payable to the Employee under this agreement.

b) The Company shall every year make contributions to a gratuity fund as per the applicable law.

8 Termination of Employment by Company

a) The Employee's employment may be terminated by the Company upon the occurrence of any one or more of the following events:



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- i. death of the Employee;
- ii. the failure by the Employee to substantially or satisfactorily perform his/her duties hereunder, as a result of physical or mental incapacity (hereinafter referred to as "disability"), which disability shall continue for more than three (3) consecutive months or an aggregate of more than five (5) months in any calendar year ("Permanent Disability"); or
- ili. for "Cause", which shall mean the following:
 - a) the willful failure by the Employee to substantially perform his/her duties hereunder (including the breach of any provision of Sections 11 and/or 12 for reasons other than death or disability);
 - b) the commission by the Employee of an act constituting fraud or any other criminal offence against the Company or otherwise;
 - c) any act or failure to act by the Employee which involves dishonesty in the course of his/her employment or theft of the Company's assets;
 - d) Employee's refusal or willful failure to act in accordance with any direction or order of the Company and/or of his/her superiors in the Company, or material neglect, which continues after the Employee has been given five (5) days prior written notice and an opportunity to cure;
 - e) conviction of the Employee for any criminal offence (other than an offence under road traffic law for which the Employee is not sentenced to any term of imprisonment whether immediate or suspended); or
 - f) Employee's willful or intentional act or conduct that in any way has a direct, substantial and adverse effect on the Company's business, operations or reputation.
 - g) Employee's unauthorised absence from work for a period of 5 or more days.
- b) The Company may at any time and in its sole discretion, by giving sixty (60) days written notice to the Employee, or by payment of Salary in lieu thereof, terminate this Employment Agreement 'at will' for any reason, including those not set forth in Section 8 (a). However, the Company shall not be obligated to pay, in lieu of the sixty (60) days written notice, the salary of the employee if, the employee's employment is terminated under clause 8 (a) (iii) (g) of this Employment Agreement.

9 Termination of Employment by the Employee

The Employee may terminate his/her employment under this Employment Agreement for Good Reason. For purposes of this Agreement, "Good Reason" shall mean any reduction in or failure by the Company to pay the compensation and benefits provided for in this Employment Agreement after the Employee has given the Company sixty (60) days written notice and the opportunity to cure such failure.



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10 Obligations upon Termination

- 1 Payments. The Company shall not be obligated to pay and shall not be liable to the Employee for any termination of the Employee's employment hereunder if such termination is in accordance with the terms of this Employment Agreement.
- 2 Death and Permanent Disability. If the Employee dies or suffers from a permanent disability while employed under this Employment Agreement, the Company shall make due payments as required in connection with the Employee's provident fund and gratuity fund to the Employee, the Employee's nominee(s) or, if no nomination has been made, to his/her legal heirs as the case maybe.

11 Disclosure of Information

- a) All memoranda, notes, records or other documents made or compiled by the Employee or made available to him/her during the Employment Term concerning the business and/or operations of the Company shall be the Company's property and shall, if in the possession or under the control of the Employee, be delivered to the Company on the termination of the Employee's employment. The Employee shall not use for himself /herself or others, or divulge to others, any proprietary or confidential information of the Company, obtained by him/her as a result of his/her employment, unless authorized by the Company. For purposes of this Section 11, the term "proprietary or confidential information" shall mean all information which is known only to the Employee and/or to other current or former employees of the Company, consultants of the Company or others in a confidential relationship with the Company and relates to specific matters including but not limited to trade secrets, marketing programs, customers, potential customers and vendor lists, pricing and credit techniques, program codes, software design, know how, research and development activities, private processes, and books and records as they may exist from time to time, other technical and business information indicated expressly by the Company to be proprietary, any information that is in fact treated as proprietary by the Company insofar as it is kept secret, stamped with-a restrictive legend, and/or access to the information is restricted.
- b) The Employee hereby agrees to unconditionally, irrevocably and as soon as is practicably possible assign, grant and transfer to the Company all his/her ownership rights and beneficial interests, including all intellectual property rights, in every work product which is used or created in the course of his/her employment with the Company. The Employee shall fully cooperate with the Company in this regard and shall immediately sign and execute any document, provided by the Company to the Employee, as is required by the Company to seek any protection under Section 11(b) of this Employment Agreement.
- c) In the event of a breach or a threatened breach by the Employee of the provisions of this Section 11, the Company shall be entitled to an injunction restraining the Employee from disclosing, in whole or in part, the aforementioned proprietary or confidential information of the Company, or from rendering any services to any person, firm, corporation, association or other entity to whom such proprietary or confidential information, in whole or in part has been disclosed or is threatened to be disclosed. Nothing herein contained shall be construed as prohibiting the Company from pursuing any other remedies available to the Company for such breach or threatened breach including the recovery of damages from the Employee.

d) The Employee hereby warrants and represents that he is not prohibited by any agreement or the order of any court from entering into and carrying out the terms of this Employment Agreement.



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12 Non Competition and Non-Solicitation

a) Expressly in consideration for the Company's agreement to employ the Employee under the terms and conditions of this Agreement and the promises made by the Company in this Employment Agreement, the Employee agrees that:

During the Employment Term, the Employee shall not (without the express written approval of the Company's Board of Directors) directly or indirectly own (partially or completely) or control, whether through ownership of shares, contract or otherwise, or work or render services for, be employed or engaged by, represent in any capacity, or advise or consult (whether or not for compensation), any person, sole proprietorship, partnership, body corporate or other entity (governmental or otherwise) who or which conducts or is involved with any business activity that competes with any service provided by the Company (the services provided by the Company, the "Services"); and

- b) For a period of one (1) year following the Employment Term, the Employee shall not directly or indirectly solicit or accept from any person, sole proprietorship, partnership, body corporate or other entity (governmental or otherwise) who or which, during said one (1) year period is a Services customer of the Company, any of such customer's business which involves any services that directly or indirectly competes with any Services; and
- c) For a period of one (1) year following the Employment Term, the Employee shall not directly or indirectly employ, engage, contract in any manner for the services of, or solicit the services of any person who is or, at any time during the Employment Term, was an employee of the Company; and
- d) Each time period specified in paragraphs (ii) and (iii) above in this Section 12(a), shall be extended to include: (A) any period of time during which the Employee was engaged in activities constituting a breach of this Employment Agreement; (B) any period of time during which litigation or arbitration transpires regarding any Employee's activities constituting a breach or alleged breach of the Employment Agreement; and (C) any period of time during which Employee provides services to or through the Company as a consultant or other independent contractor after termination of this Agreement.

The Employee's promise, duties and obligations made in this Section 12 shall survive the termination of this Employment Agreement, for any reason whatsoever, by either party to the Employment Agreement (for any reason whatsoever). If any of the restrictions contained in this Section 12 are ever judicially held to exceed the time limitations permitted by applicable law, then such restrictions shall be deemed to be automatically amended and revised to comply with the maximum time limitations permitted by applicable law. If the Employee breaches any or all of the promises in this Section 12, the parties to this Employment Agreement acknowledge and agree that the Company will suffer immediate, material, immeasurable, continuing and irreparable damage and harm and the remedies at law for the Employee's breach will be inadequate (and the Employee hereby waives the claim or defense that an adequate remedy at law is available). The Company therefore shall be entitled to injunctive relief against the Employee in addition to any and all other legal or equitable remedies (including, but not limited to, an action and judgment for damages), and the Employee hereby waives and relinquishes any requirement that the Company post a bond or other security for such injunctive relief.



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13 Conditions of Employment.

Notwithstanding anything to the contrary, the Employee's employment with the Company pursuant to this Employment Agreement is subject to the Employee's (1) completing, to the Company's satisfaction, background screening procedures, including without limitation fingerprinting and credit check, (2) execution of the State Street Corporation Confidentiality Agreement, (3) verification of the Employee's right to work, and (4) certification of the Employee's compliance with the State Street Corporation Standard of Conduct.

14 Dispute Resolution

Any dispute or controversy arising out of or relating to this Employment Agreement shall be settled by arbitration to be held in Mumbai, Maharashtra, India in accordance with the Arbitration and Conciliation Act, 1996 (the 'Arbitration Act'), as then existing, in the English language, and shall be heard and determined by an arbitral tribunal composed of a sole arbitrator appointed by agreement between the parties hereto. If the Parties fail to reach an agreement with respect to the appointment of an arbitrator within 30 (thirty) calendar days of any Party's notice to the other Party of the existence of a dispute, the arbitrator shall be selected according to the Arbitration Act. The decision of the arbitrator shall be deemed to prevent either Party from seeking and obtaining injunctive and equitable relief from any court of competent jurisdiction without the posting of any bond or other security.

15 Specific Performance

The Employee acknowledges and confirms that this Employment Agreement, and specifically restraints imposed upon him/her pursuant to Sections 11 and 12, do not constitute an agreement by which the Employee is restrained from exercising a lawful profession, trade or business of any kind. The Employee also acknowledges and confirms that the requirements and restraints imposed upon him/her pursuant to Sections 11 and 12 hereof are no greater than are reasonably necessary to preserve and protect the assets and legitimate business interests of the Company and to provide the benefits to which the Company is entitled hereunder, and that said restraints will not impose undue hardship upon the Employee and that any violation of any of the provisions of such Sections would irreparably injure the Company. Accordingly, the Company may, in addition to pursuing its other remedies, obtain an injunction from any court having jurisdiction over the matter against the Employee for any such violation. No bond or other security shall be required from the Company in connection with such injunction and the Employee hereby waives and agrees not to assert before any such court any claim or defense as to the availability to the Company of other remedies at law or in equity. The Employee understands that nothing in this Agreement restrains the Employee from engaging, after his/her employment by the Company ceases, in any lawful profession, trade or business or employment with any other firm or body corporate which does not involve activities in violation of any of the terms of Section 12.

16 Representations.

The Employee hereby represents, acknowledges and confirms that:

a) the Employee has executed and delivered this Employment Agreement as his/her free and voluntary act, after having determined that the provisions contained herein are of a material benefit to him/her, and that the duties and obligations imposed on him hereunder are fair and reasonable and will not prevent him/her from earning a comparable livelihood following the termination of his/her employment with the Company;



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- b) the Employee has read and fully understands the terms and conditions set forth herein, has had time to reflect on and consider the benefits and consequences of entering into this Employment Agreement, and has had the opportunity to review the terms hereof with an attorney or other representative if he so chooses; and
- c) the execution and delivery of this Employment Agreement by the Employee does not conflict with, or result in a breach of or constitute a default under, any agreement or contract, whether oral or written, to which the Employee is a party or by which the Employee may be bound.

17 Waiver of Breach

A waiver by the Company of a breach of any provision of this Employment Agreement by the Employee shall not operate or be construed as a waiver or estoppels of any subsequent breach by the Employee. No waiver shall be valid unless in writing and signed by an authorized officer of the Company.

18 Assignment

This Employment Agreement is personal in nature and may not be assigned or transferred by the Employee without the prior written consent of the Company.

19 Miscellaneous

a) Notices. All notices required or permitted to be given under the provisions of this Employment Agreement shall be in writing and delivered personally or by certified or registered mail, return receipt requested, postage prepaid, or given by a nationally recognized courier service providing for proof of delivery to the following persons at the following addresses, or to such other persons at such other addresses as any party may request by notice in writing to the other party to this Agreement:

If to the Employee:

12-2-708/2/17, HUDA COLGNY, MEHDIPATNAM, HYD HYDERABAD PIN: 500028

If to the Company: 12th Floor, One BKC Building Bandra Kurla Complex, Bandra (East) Bandra (East) Mumbai, Maharashtra

STATE STREET.

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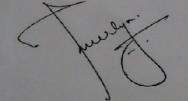
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- b) Construction. This Employment Agreement shall be construed with, and be governed by, the laws of India without giving effect to the principles of conflicts of laws thereof.
- c) Entire Agreement. This instrument contains the entire understanding and agreement between the parties relating to the subject matter hereof and all prior oral and written agreements are extinguished, and neither this Employment Agreement nor any provision hereof may be waived, modified, amended, changed, discharged or terminated, except by an agreement in writing signed by the party against whom enforcement of any waiver, modification, change, amendment, discharge or termination is sought.
- d) Binding Effect. This Employment Agreement shall inure to the benefit of, and may be enforced by, the Company, its successors and assigns and shall be binding upon the Employee.
- e) Illegality. If any one or more of the provisions of this Employment Agreement shall be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.
- f) Captions. The captions of the sections hereof are for convenience only and shall not control or affect the meaning or construction of any of the terms or provisions of this Employment Agreement.
- g) Collective Bargaining Agreement. This Employment Agreement and the terms and conditions of employment of the Employee shall not be governed by or subject to any existing or hereafter executed collective bargaining agreement including any applicable collective bargaining laws
- h) Counterparts. This Employment Agreement may be executed in several counterparts, each of which shall be considered on original, but which when taken together, shall constitute one agreement.

You are required to sign and return this contract to indicate that you have read and understood the above terms and conditions.

I shall look forward to receiving from you the signed duplicate of this letter as soon as possible

For StateStreet Corporate Services Mumbai Private Limited



Merlyn Fernandes . Vice President - Talent Acquisition

This is an electronically signed letter and hence does not require a wet ink signature

I hereby confirm my agreement with the terms and conditions of employment set out in this letter. Sign : I. Himabina

: Jukanti Himabindu Name : 03-July-2019 Date



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Ranga Reddy District, Hyderabad - 500081

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Exhibit "A"

Name	Jukanti Himabindu				
Designation	Associate 1				
SALARY COMPONENTS	MONTHLY	ANNUAL			
Basic	8,750	105,000			
Home Rental Allowance	4,375	52,500			
Leave Travel Allowance	1,458	17,500			
Statutory Bonus	1,750	21,000			
Special Allowance	6,447	77,360			
Employee State Insurance- Company Contribu	tion -	-			
Provident Fund - Company Contribution	1,800	21,600			
Gratuity - Company Contribution	420	5,040			
GUARANTEED CASH (TOTAL COMPENSAT	ION) 25,000	300,000			

Allowances are subject to all applicable taxes. LTA is non-taxable only if proof of actual expenditure is provided. *

Variable Bonus:

* Incentive Compensation (IC): Based on your performance and other business metrics, you may be entitled to an IC. IC is payable only upon achievement of certain objectives and goals and therefore the management enjoys an absolute right in the matters of awarding the IC. This IC is subject to taxation.

Benefits:

- * As a part of the benefits scheme, you will be eligible for Sodexo card with a Monthly credit of Rs. 1,500
- * Coverage under Group Personal Accident policy of upto 3 times of annual Gross salary
- * Coverage under Group Term Life Policy of upto 5 times of annual Gross salary
- Hospital Insurance coverage of INR 500,000 per annum which includes Family. Family consists of Self, Spouse, * two Children and Parents (sub limits for parents).

CIN:U74130KA2007PTC043738

I hereby confirm my agreement with the terms and conditions of employment set out in this letter. Sign Name : Jukanti Himabindu Date



Date: ______ Location: Hyderabad Dear ______

Sub: Letter Of Intent

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of **Revenue Cycle Officer** commencing from ______ or earlier.

On joining, your annual remuneration will be INR 3,50,000/- (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time to time.

Please note you will be on probation for a period of **Six Months** from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, JP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of the VIP disbursement

You may be required to work in the night shift and/or staggered timings.

An appointment letter will be issued to you on reporting to work.

At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II.

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

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best Thanking you, For Inventurus Knowledge Solutions Pvt. Ltd.

1: XM

Ant

Sudip Datta VP-Talent Acquisition CoE I accept the above offer on the terms indicated.

Candidate Signature

Date

Inventurus Knowledge Solutions Private Limited, M/s. Serene Properties Pvt. Ltd. (SEZ), Unit No. 203, Building No. 5 & 6, Mindspace, Airoli, Navi Mumbai - 400 708, India | Board: +91 22 3071 1100 | Fax: +91 22 6646 6879 | Info@ikshealth.in | www.ikshealth.com

Registered Address: Panduronga Timblo Industries, Akash Bhavan, 2nd Floor, Opp. Canara Bank, Panjim, Goa - 403 001, India CIN: U72200GA2006PTC004816

Tech Mahindre Limited Infocity, Hitsch City Layout Madhapur, Hydersbad 500081, India

Tel: +91 40 6636 1300 Fax: +91 40 6636 1309

techmehindre.com connect@techmehindre.com

Registered Office: Gateway Building, Apollo Bunder Mumbai 400 001, India

CIN L64200MH1986PLC041370

09th July, 2019

Ref:1714923/746601/Permt

Monika Rathi H.No-8-13-70/3, Plot No:D-16/2, Raghavendra Nagar Colony Opp:Npa Shivrampally, Hyderabad-500052 Ph. 7032415427

Subject: Offer of Appointment

Dear Monika Rathi

It is our pleasure to welcome you to Tech Mahindra Limited.

With reference to our discussions, we are pleased to offer you appointment in our organization as Associate Technical Support on Band U1 under BPS Academy Scheme.

- 1. Your remuneration "Annual Total Compensation" will be **Rs. 180000 (Rupees One Lakh Eight Thousand Only**). Please refer **Annexure A** for details on the compensation and statutory deductions. After successful completion of your training period your compensation will be revised as per the program / process you are being selected into.
- 2. Also you will be eligible for onetime bonus of Rs. 10,000/- after successful completion of training
- **3.** Your remuneration package is strictly confidential between you and The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
- 4. This offer is valid subject to your fulfilling the following:-
 - The academic criteria of minimum aggregate of 50% in your academic course;
 - Meeting the set eligibility criteria at the end of your academic course
 - Meeting eligibility criteria for any company organized training imparted prior to your date of joining
 - Submission of all necessary legal documentation pertaining to your employment.
- 5. You are required to sign a **service bond** with our organization for a sum of **INR 1,00,000/-** (**Rupees One** Lakh Only). As per the bond you will be required to serve the Company for a minimum period of 1 year from the date of your joining. Draft Service Bond (Indemnity Bond) is attached with this letter.
- 6. You are entitled to a one-time settlement allowance not exceeding Rs. 7,500/- (Rupees Seven Thousand Five Hundred Only) towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation (if not posted at your home town) at the place of initial training and subsequent posting subject to production of relevant receipts / lease agreement. The Company shall recover the resettlement allowance in case of cessation of service within 1 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.

7. Your employment with us will be governed by terms and conditions as specified in Annexure C.

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8. You are required to join on **11th July, 2019** at the below mentioned location for training. The offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.

9. You are requested to report to Alekhya C at 12:00 PM to complete the joining formalities at **Tech** Mahindra Limited, SEZ Gate, Jubilee Enclave, Hitech City, Hyderabad - 500081 at the time of joining, you are expected to carry originals of the documents as per Annexure D and to submit the copies of the same to the HR Team.

10. Please note that this offer is subject to your being given a clear background check either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.

11. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Manishs Tandon** latest by **11th July, 2019**. In case of need for further clarifications, please get in touch with **Manisha Tandon** (on E-Mail: **MT00592939@TechMahindra.com**) and quote the reference No. as mentioned above.

For Tech Mahindra Limited

Vishal Khanna Head – Resource Management Group

Encl: Annexure-A (Salary Structure during Training), Annexure-C (Important / Indicative Terms & Conditions of Employment), Annexure-D (Check List of Documents), Annexure-E (Confidentiality Agreement), Annexure-F (Indemnity Bond with surety),) Annexure G – Intellectual property Assignment, Annexure-H – General Covenant, Annexure I - (Acknowledgement)

Date:

Signature

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<u>Annexure – A: Salary structure during Training</u>

Annexure A						
Name : Monika Rathi						
Designation : Associate-Technical Support						
Grade : U1						
Total Cost to the Company - TCTC (Per Annum)	180,000					
Total Compensation (per Annum)	171,566					
Fixed Salary (per Annum)	171,566					
	Per Month (Rs)	Per Annum (Rs)				
(A) Components of Salary						
Basic (30% of Fixed Salary)	4,289	51,470				
House Rent Allowance (50% of Basic)	2,145	25,735				
Transport Allowance	1,000	12,000				
Personal Pay	4,866	58,391				
Statutory Bonus	858	10,294				
Total (A) in Rs.	13,158	157,890				
(B) Retirals and Benefits						
Provident Fund (Employer's Contribution @ 12% of Basic Salary)	515	6,176				
ESI (Employer's Contribution @ 4.75% of Total A)	625	7,500				
Total (B) In Rs	1,140	13,676				
Employee Contribution: (C)						
Provident Fund (Employee's Contribution @12% of Basic Pay)	515	6,176				
ESI (Employee's Contribution @ 1.75% of Total A)	230	2,763				
Total (C) In Rs	745	8,939				
Take Home (A - C)	12,413	148,951				
Gratuity		2,476				
Insurance Premiums (towards GTLI, Hospitalization and GPAI)		5,958				
Additional Benefits : In addition to the above, you will also be elig benefits -	ible for the below	-mentioned				
 i) *Transport Allowance: Applicable, only if company transport is not availed. 						
ii) Insurance						
a) Group Term Life Insurance Coverage: You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the						

company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.

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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 (GPAI) coverage: You would be enrolled under the Company's GPAI scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.

iii) *Payment of Bonus : The provisions of Payment of Bonus Act, 1965, as amended from time to time are currently applicable to you.

Notes:

a) The Company reserves the right to amend, modify, rescind / reinstate the above mentioned schemes partly or completely at any point of time.

With Best Wishes,

For Tech Mahindra Ltd.

Vishal Khanna Head – Resource Management Group Accepted by :

Location : Date :

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<u>Annexure - C</u>

1. Terms and Conditions

(a) Code of Conduct

During the period of your employment, you will work honestly, faithfully, diligently and efficiently for the growth of The Company.

(b) Secrecy

You are expected to maintain utmost secrecy with regard to the affairs of The Company and shall keep confidential any information, whether written or oral, which relates to internal controls, computer or data processing programs, algorithms, electronic data processing applications, routines, subroutines, techniques or systems, or information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions, security procedures, trade secrets, know-how, or inventions of Tech Mahindra Limited. or its Affiliate, or any client, agent, contractor or vendor. You shall not disclose the identities and other related information of any of its clients.

Breach of this provision shall be treated as a gross violation of the terms herein and your services are liable to be terminated.

(c) Conflict of Interest

Your position with The Company calls for whole time employment and you will 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 on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in **Clause** 3.

(d) Non-Solicitation / Non-Compete

You a cknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non -Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of the Tech Mahindra Ltd.

- i. You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure in Tech Mahindra Ltd
- ii. You will not interfere with its business relations, including but not limited to soliciting or providing services to any of Tech Mahindra's clients (except as directed by Tech Mahindra Ltd), directly or indirectly
- iii. You will not be employed by a client of Tech Mahindra Ltd for which you performed services while employed by Tech Mahindra.
- iv. You will not solicit or induce Tech Mahindra Ltd associates to join a client or to compete with Tech Mahindra Ltd
- v. You undertake not to solicit or induce or endeavor to solicit or induce any consultant, supplier or service provider to cease to deal with the Company and shall not interfere in any way with a ny relationship between a consultant, a supplier or a service provider and the Company

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(e) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent s hall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as
 described in the OECD Convention on Combating Bribery of Foreign Public Officials in
 International Business Transactions, the Foreign Corrupt Practices Act of the United States of
 America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of
 the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

(f) Confidentiality / Non-Disclosure

- a) You must return to The Company, upon request, and in any event, upon termination of your employment, all documents and tangible items which belong to The Company or which refer to any confidential information and which are in your possession or under your control.
- b) You must, if requested by The Company, delete all confidential information from any reusable material and destroy all other documents and tangible items which contain or refer to any confidential information and which are in your possession or under your control.
- c) All software, systems, ideas, concepts, designs, documentation or any other material produced by you, during the period of your assignment to the Tech Mahindra will either be Intellectual Property of the Tech Mahindra or that of its customers. You will not have any rights to such material as described above.

You shall execute / sign the Confidentiality Agreement as and when required by Tech Mahindra Limited or the Client.

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(g) Mandatory period of service

In consideration of impartation of training, you shall work in the Company at least for a period of 12 (Twelve) months from the date of successful completion of training.

During such period of training (including on the job training) and Mandatory Period of Service of 12 (Twelve) months thereafter, you shall not leave, a bandon or resign from the services of the Company. In the event of:

a) Yourself leaving, a bandoning or resigning from the services of the company

or

b) your services being terminated by the Company for nonperformance, breach of any of the terms & conditions of your service or for any other reason whatsoever, during the abovementioned period of training and 12 (Twelve) months of mandatory period of service, you shall be liable to follow the terms and conditions mentioned in the Indemnity Bond. You are required to execute the Indemnity Bond on Rs. 100 (Rupees One Hundred) Stamp Paper and submit the same at the time of joining.

2. <u>Assignments/Transfer/Deputation</u>

On completion of your training period, The Company reserves the right to send you on raining/deputation/secondment/transfer/assignments to sister companies, associate companies, clients' locations or third parties whether in India or abroad. In such case, the terms and conditions of service applicable to the new assignment will govern you.

You shall, only at the request of The Company, enter into a direct agreement or undertaking with any customer to whom you may be assigned/seconded/deputed accepting restrictions as such customer may reasonably require for the protection of its legitimate interests

3. <u>Termination of employment</u>

- a) Training Period:
 - During the initial training period as mentioned in offer letter, your performance would be closely monitored and if your performance is not as per the prescribed criteria, the company reserves the right to terminate your services without notice.
- b) Either party can terminate this employment by serving a notice of 60 days on the other. The Company mayatits absolute discretion make a payment representing salary (basic) in lieu of notice of termination.
 - However, for cause like misconduct, gross negligence, willful insubordination or disobedience, misbehavior or non-performance, Tech Mahindra Limited. may terminate your services with immediate notice. The Company shall have the right to place you under suspension on subsistence allowance and benefits as applicable pending any investigation into potential dishonesty, gross misconduct, misappropriation, gross negligence, fraud or other circumstances, which expressly provides for termination of your employment which if proved, would entitle The Company to dismiss your services summarily.

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- c) In the event of your serving on The Companya notice of termination of employment by submitting a resignation letter, your release will be governed by the relevant policies in force at that point in time, subject to satisfactory handing over of your duties, responsibilities, Company documents, Company assets, etc. to the relevant parties.
- d) In case of Associates who are governed by any other service agreement(s) for serving a minimum stipulated period, the associate will need to mandatorily fulfill requirements of **Clause 3(a)** along with applicable exit policy **clause**s under stipulated service period agreed to and provided therein.
- e) Unauthorized absence or absence without permission from duty for a continuous period of 7 working days would make you lose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination.
- f) You will be governed by The Company's laid down Code of Conduct and if there is any breach of the same or non-performance of contractual obligation or the terms and conditions laid down in this agreement, your service could be terminated as per the procedure mentioned in Clause 3(a) here in above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- g) Reference check will be made from your previous employers and other references as may be deemed appropriate. In case there is any adverse report against you which may be detrimental to the interests of The Company or if the information furnished by you is not true, The Company reserves the right to terminate your services as per the procedure mentioned in Clause 3(a) here in above on the grounds of misrepresentation of facts.
- h) In addition to The Company's right to carry the above verifications, you shall fill in and sign the Criminal Disclosure Declaration 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 Companyatits sole discretion reserves the right to terminate your employment as mentioned in Clause 3(a) 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.
- i) The Company reserves the right to carry out banned/illegal drugs/narcotic substance s creening 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/nar cotic substance screening tests and verifications are carried out by The Company or a third party a gen cy 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 document submitted by you are not correct or banned/illegal drugs/narcotic substance screening tests, results are positive, The Company shall, at its sole discretion be entitled to forthwith terminate your employment as per the procedure mentioned in **Clause 3(a)** herein above and/or revoke your appointment with The Company, without further reference in the matter.

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4. <u>Statement of Facts</u>

- (a) It must be specifically understood that this offer is made based on your proficiency on Technical/Professional skills you have declared to possess as per the application, and on the ability to handle any assignment/job independently anywhere in India or overseas. In case, at a later date, any of your statements/particulars furnished are found to be false or misleading, or your performance is not up to the mark or falls short of the minimum standards set by The Company, The Company shall have the right to terminate your services for thwith without giving any notice, notwithstanding any other terms and conditions stipulated herein.
- (b) You confirm and represent that there exists no personal circumstances which are likely to affect your liability to discharge your obligations in the course of your employment. You further undertake to notify, your line manager and HR Manager immediately of any material change in personal circumstances that may have impact on the status of your employment including, but not limited to, criminal convictions and/or cases pending, health issues, right to work in the country where work is to be performed etc.

5. <u>Company Policies</u>

You are required to comply with all the policies as communicated to the associates of Tech Mahindra Limited from time to time. These policies are available on Tech Mahindra Limited's intranet. You are requested to visit the site at frequent intervals to get all updates / changes. By signing a copy of this letter, you are consenting that you will visit the intranet site and get familiar with Tech Mahindra Limited's policies. Tech Mahindra Limited reserves the right to interpret, change, suspendor terminate any of its benefits, policy plans or programs in accordance with its needs from time to time.

6. <u>Personal Indebtedness</u>

Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited You understand and a ccept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.

7. <u>Restraints</u>

Access to Information

Information is available on need to know basis for specified groups. The network file server is segregated to allow individual sectors for projects and units. Access to these are authorized through a ccess privileges approved by unit Mentors or Project Mentors.

Authorization

Only those authorized by a specific power of attorney may sign legal documents, representing The Company.

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Smoking

We owe and assure a smoke free environment for our Associates. Barring some areas, the entire office premises including conference rooms, lobbies, is declared as "No-Smoking Zone".

Passwords

Access to our network, development environment and MS-Exchange is through individual's password. For security reasons it is essential to maintain confidentiality of the same.

Unauthorized Software

You shall not install, download, copy and duplicate any unauthorized or unlicensed s of tware, programs, games, attachments on to your computer systems.

<u>Security</u>

Security is an important aspect of our communication and office infrastructure. We have security personnel deployed on all the floors who take care of the security. Those of you who wish to work late or early hours are requested to produce their identity cards to the Security personnel on demand. If there is a need to take some of the equipment's/infrastructure out of the office premises for any reason the associate shall obtain the gate pass from the security staffafter the authorization from your mentor.

The communication security is maintained by controlling physical access to computer systems, disabling all workstation floppy disk drives, and a Company-wide awareness about the need for protection of intellectual property and sensitive customer information. For some projects, The Company uses sophisticated data encryption devices. Your worktable and storage space is lockable. Please ensure they are locked when unattended. Duplicate keys are maintained with Security. One cantake a duplicate key after signing for it for one's own or team member's table or storage.

(a) <u>Destroying Papers & Material</u>

Any official communication, which is confidential in nature, shall be destroyed through paper shredder after the purpose is served.

(b) Use of Company Resources

(i) You shall use The Company's resources only for official purposes as per the applicable Company policy.

(ii) The Company shall have the right to access the files, folders and data stored in the official laptop provided to you by the Company and to keep track on individual users activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

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8. <u>Overseas Service Agreement</u>

As The Company will be spending substantial amount of time and money for your deputation / secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, interalia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period)

9. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whats oever (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 Intellectual Property Rights and rights to inventions a rise 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.

You shall execute/sign the Intellectual Property Rights Assignment document as and when required by Tech Mahindra Limited or the Client.

10. Jurisdiction

Even though The Company may depute you overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be in the courts in **Mumbai** only.

11. <u>Retirement</u>

Your services with the Company will come to an end immediately upon your attaining the age of retirement as per the then prevailing policy of the Company. For the purpose of determining this, the age recorded with The Company shall be considered as final and conclusive.

Termination of employment may also be initiated earlier by either party by serving prior written notice on the other, as per the notice period stipulated in this letter.

12. <u>General</u>

The above terms and conditions including those in **Annexure** – **A** (Salary break up) are based on Company policies, procedures and other rules currently applicable in India as well as Overseas and are subject to amendments and adjustments from time to time. In all services matters, including those not specifically covered here such as Traveling, Leave, Working Hours, Retirement, Code of Conduct, etc. you will be governed by the rules of The Company as shall be in force from time to time.

13. You shall be present in the office during normal working hours as specified in the policies or during hours expressly designated for you in writing. Depending on organizational requirement or project contingencies your working hours / work days may be modified / altered from time to time. The Company does not encourage overtime work and accordingly does not have a policy for payment of overtime.

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- 14. You shall provide details regarding the utilization of your time by entering the s a me into Tech Mahindra Limited's electronic timesheet system on a daily basis. In case you are attached to a ny project where the client may have requirement of recording specific time efforts, you shall comply with such requirement also, in addition to Tech Mahindra Limited's timesheet system.
- **15.** This offer is purely based on the information / documents provided by you and by accepting the offer, you specifically authorize The Company or any external agency through Tech Mahindra Limited to verify your educational, employment antecedents, your conduct and any other background checks prior to your joining The Company or thereafter. You shallextend your co-operation (if asked for) during such verification without any protest or demur.

This is to certify that I have gone through and understood all the terms and conditions mentioned in Annexure - C and I hereby accept and agree to abide by them.

Name in full	:
Signature	:
Address	:
Date	:
Place	:

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Annexure-D: Checklist of Documents

At the time of joining, you are requested to bring the following documents in **original (For Verification only)**, along with 1 copy of each.

- Certificates' supporting your educational qualifications along with marks sheets
 - Xth Certificate & mark sheets
 - XIIth Certificate & mark sheets
 - Degree Certificate & Semester/year-wise mark sheets
 - Master's Certificate & Semester/year-wise mark sheets
 - Diploma/PG Diploma Certificate & Transcripts
 - Aadhar Card (Mandatory)
 - Any other Certificate with supporting documents if any
- (a) Acceptance copy of Tech Mahindra Limited's offer of a ppointment duly signed
- (b) Three passport-sized photographs with white background.
- (c) Valid Passport

(a)

Please submit copy of the valid Passport (only first and last page). In case you have applied for it, please submit the proof of Passport Office submission ticket. Upon receipt of Passport from Passport Office, please submit the documents to HR.

(d) PAN Card and Proof of PAN Number

You MUST carry and provide your PAN Card copy. Please note that it is mandatory to provide the PAN number for processing of your payroll and no payments on account of salaries can be made without a PAN Number. If applied for please submit a copy of the acknowledgement as issued by the Income Tax authorities.

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.

Please bring all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

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Annexure – E : Confidentiality Agreement

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. I also understand that this information, whether technical or non-technical is commercially valuable. It is referred to in this agreement as "confidential information".

A few examples of confidential information are given below. However these examples do not list all of the types of confidential information which I may develop or to which I may have access:

- 1) Information of a business nature such as marketing, underwriting, associate customer and claimant data, sales, and list of customers, including future developments and planning concerning them.
- 2) Computers /software programs and associated documentation and material which are propriety to Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.
- 3) Information from Tech Mahindra Limited's vendor and supplier which is confidential, propriety or copyrighted.
- 4) I hereby agree that:
 - The confidential information shall remain the sole and exclusive propriety of Tech Mahindra Limited and I shall regard it as confidential and secret information.
 - The confidential information is the property considered to be the trades ecrets of Tech Mahindra Limited because it involves processes and compilation of information which are secret, confidential, and not generally known to the public and which are the products of expenditure of time, effort, money, and /or creative skills of Tech Mahindra Limited.
 - The use of confidential information is furnished to me during my employment on a confidential and secret basis for a sole and exclusive use and pursuing my employment duties at Tech Mahindra Limited.
 - I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
 - I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited. officials or the expressed written authorization of the third party owner.
 - Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., all confidential information, including but not limited to all manuals, letters, notes, notebooks, reports, formulae, computer programs and associated documentation and material, memoranda, customer list and all other materials and all copies of them relating in any way to Tech Mahindra Limited .which are in my possession or under my control. I further agree that I will not make or retain any copies of the above mentioned information and will so represent to Tech Mahindra Limited. upon termination of my employment.
 - This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.

IF any provision of this agreement is declared invalid or unenforceable with respect to a particular occurrence or circumstance or otherwise, that will not affect the validity, enforceability, or applicability of any other provision of this agreement.

Name: Signature:

Date:

Tech Mahindre Limited Infocity, Hitsch City Layout Madhapur, Hydersbad 500081, India

Tel: +91 40 6636 1300 Fax: +91 40 6636 1309

tachmahindra.com connect@techmahindra.com

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<u> Annexure - F</u>

INDEMNITY BOND WITH SURETY

This Indemnity is made and executed at **Hyderabad** on this **Monday** of **<<SNO>> <<SNO>>** by (Associate Name) age ___ (Associate Age) S/o _____(Associate Father Name) a permanent resident of (Associate Father Name) (Associate Father Name)

Permanent Address) hereinafter called "Employee" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the first part

AND

	Associate Fat	her Name)	<mark>)</mark> age	<mark>(</mark> /	Associate Father	Age)	S/o
(Assoc	iate Grand	Father	Name)	а	permanent res	sident	of
				(Associate			

Father Address) [hereinafter called "Surety" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the second part,

IN FAVOUR OF Tech Mahindra Limited, a company incorporated under the Companies Act, 1956 and having its Corporate Office at **Tech Mahindra Limited**, **Infocity**, **Hitech City Layout**, **Madhapur**, **Hyderabad 500081 India** [hereinafter called **"Tech Mahindra"** which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors-in-interest and permitted assigns].

AND WHEREAS an Offer of Appointment containing the terms and conditions of the appointment has already been issued to the **Employee** vide letter dated <<Letter Date>> by **Tech Mahindra**.

AND WHEREAS the acceptance of the terms and conditions of the appointment has already been communicated to **Tech Mahindra** on ______ by the **Employee**.

AND WHEREAS one of the terms and conditions of the appointment is that the **Employee** shall undergo an initial training programme called "Entry Level Integrated Training and Enablement (BPS Academy) (hereinafter referred as "BPS Academy") for a minimum period of 13 Weeks and would be subsequently placed on assignments relating to various projects of Tech Mahindra. The Employee shall serve **Tech Mahindra** for a minimum period of Twelve (12) months from the date of joining of the **Employee** and execute an indemnity with surety in favor of **Tech Mahindra**.

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NOW THIS INDENTURE WITNESSETH as under:

In compliance of the aforesaid condition in Offer of Appointment subject to which **Tech Mahindra** has agreed to give appointment to the Employee, the Employee **hereby** undertakes to undergo the BPS Academy as provided by **Tech Mahindra** without any interruption whatsoever and serve **Tech Mahindra**, on its various projects at any location, in India or abroad, for a minimum period of Twelve (12) months from the date of joining.

- 2. The **Employee** hereby undertakes to devote his/her full time and attention to the business of **Tech Mahindra** with due care, skill and diligence. The **Employee** further undertakes to use his/her best efforts in the performance of his/her duties and responsibilities and abide by the rules and regulations of **Tech Mahindra**.
- 3. The **Employee** hereby undertakes to honor the commitment made by **Tech Mahindra** to its customer/s for completion of any project/s and further undertakes not to a bandon any project before its completion.
- 4. The party of the second part i.e. ______agrees to stand as Surety for the due performance of the obligation of the **Employee** under this agreement of indemnity. **In case of breach of the terms of this indemnity by the Employee and** failure to indemnify **Tech Mahindra**, the Surety shall be jointly and severally liable to pay the afores aid amount of Rs. 100,000 (Rupees One lakh only) to Tech Mahindra with an interest at the rate as specified herein below, immediately on demand.
- 5. The Employee further agrees and undertakes that in case, he/she commits breach of the above conditions and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him/her leading to termination of his/her service as per rules/regulations, by Tech Mahindra, he/she shall pay an amount of Rs. 100,000 (Rupees One lakh only) with the interest thereon @ 15% per annum from the date of breach of the above till the payment thereof, as liquidated damages/cost of training including on the job training, the expenses which Tech Mahindra has incurred/may have to incur in recruiting another employee in his/her place, and also on account of business loss suffered/to be suffered by Tech Mahindra during intervening period. The employee and surety agrees that assessment of liquidated damages as assessed as Rs. 100,000 (Rupees One lakh only) are reasonable, which they both agree to pay jointly and severally, on demand made by Tech Mahindra.
- 6. Nothwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the **Employee** to continue in the service of **Tech Mahindra** for the afores aid term of Twelve (12) months, and **Tech Mahindra** shall always have the right to take appropriate action against the **Employee** as per terms of the appointment letter and/or the rules and regulations of **Tech Mahindra** as applicable, in case of commission of any misconduct by the **Employee**.
- 7. The amount specified above shall constitute a debt owing to **Tech Mahindra** and shall be recoverable from the **Employee** and the Surety jointly and severally with interest thereon at the rate specified above till the payment thereof.

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IN WITNESS whereof, the EMPLOYEE & the SURETY have put their signatures in the presence of the witnesses.

Signed and delivered by the Party of the first part i.e. the Employee having read and understood the contents/terms of this Indemnity Bond

Signed and delivered by the Party of the second part i.e. the Surety having read and understood the contents/terms of this Indemnity Bond

1. WITNESS:

NAME & ADDRESS

2. WITNESS:

NAME & ADDRESS

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Annexure – G: Intellectual Property Assignment

Associate Name: Associate ID: Date:

In consideration of my employment with Tech Mahindra Limited and inview of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited and business, its necessities and plans and the information of its customer, I hereby a gree as follows:

(a) Intellectual Property Assignment

I hereby assign, to Tech Mahindra Limited or its successor, designees or assigns, any and all rights in a ny design, invention, discovery, or other intellectual property (including without limitation, right to a pply for and obtain a patent) which I may create, develop or assist in creating of developing during my employment which design, inventions, discovery and other intellectual property relate to services provided/ to be provided or products or systems manufactured or developed or licensed or sold by Tech Mahindra Limited whenever made by me and for any workmade and/or created or cause to made and/or created in the course of my employment whether on the customer project or otherwise.

Tech Mahindra Limited shall be the first owner of the copyrights therein and for work made and/or created or cause to made and/or created in the course of my employment. If by virtue of any law or any judgment, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever through out the world, without any obligation of payment of royalty or a ny other sum of money or benefit(s), the whole of the copyright(s) in all such work(s) and further waive all my moral rights wholly in favour of Tech Mahindra Limited I also agree to sign on demand, whether during the employment or any time thereafter, any papers and do any acts which may be deemed necessary or desirable by Tech Mahindra Limited to secure to Tech Mahindra Limited., its successors, designees, or assign, any right relating to such design, invention, discovery, copyright or intellectual property and improvement including patents in India or any other foreign country.

(b) Restrictions after Termination

I further agree upon termination of my employment to surrender to Tech Mahindra Limited all s oftware programs, data (whether in hard copy form or in electronic form), notebooks, designs, drawings, blueprints, writings, manuals, price books, any business or market information, business and technical brochures, service models and techniques and other documents and materials (including all copies) then in my possession or control, which relate in any way to the business, research, development, sales, s ales promotions, marketing or customer's information or other activities of Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED

ACCEPTED

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ANNEXURE - H - Agreement – General Covenant Against Disclosure and Covenant Not to Compete / Non-Solicitation

In consideration of my employment "Tech Mahindra Limited", and in consideration of the wages or salary to be paid to me, and regardless of the duration of my employment, I enter into the following agreements:

1. Lagree to perform competently, diligently, reliably, and to the best of my ability all duties required of me from time to time by Tech Mahindra Limited I shall not directly or indirectly, either as an associate, employer, consultant, agent, principal, partner, stockholder, corporate officer, director or in any other individual or representative capacity, engage or participate in any business that is in competition in any manner whatsoever with the business of Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited either within or outside of business hours.

2. I acknowledge and agree that I am bound by all of the terms and conditions of my Service Agreement in addition to the terms and conditions of this agreement.

3. <u>Actions Required on Termination:</u> Upon termination of my employment at Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited all of its property of which I have had custody, including all handbooks, manuals, notebooks, supplies, credit cards, keys, disks, tapes, records, statistics, data and Confidential Information (defined herein) for which I have acquired by virtue of my employment, regardless of form or media.

4. <u>Covenant Against Disclosure:</u> I understand that it may be desirable and necessary for Tech Mahindra Limited or any of its suppliers, licensors, licensees or customers to disclose to me information which may include, by way of illustration and not by way of limitation, technical information, designs, drawings, processes, systems, procedures, formulae, test data, improvements, price lists, financial data, code books, invoice s, financial statements and other financial information, computer programs, disks, printouts, sketches, customer and prospect contacts, customer and prospect lists, names, addresses or any other compilation of information written or unwritten (both individually and collectively referred to herein as "Confidential Information") during the course of my employment.

Because I will have access to and become familiar with such Confidential Information, I hereby agree to accept and retain such Confidential Information in confidence and agree, at all times during or after the termination of my employment, not to, directly or indirectly, disclose, reveal, use, copyright or patent such Confidential Information, without the prior written consent of an authorized officer Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of Tech Mahindra Limited's customers. This **Clause** 4 is intended to apply to all materials, which I may compile, as well as to all materials furnished to me by anyone else in connection with my employment.

(a) Because it may not be clear to Associate which information is Confidential Information, in order to minimize the possibility of inadvertent disclosure, Associate agrees to consult with Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

(b) Associate may disclose information if such disclosure is directly pursuant to a valid and existing order of a court, or a governmental body or agency, within India; provided, however, that prior to such disclosure, the Associate (i) notifies Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited has had the opportunity to prevent or limit such disclosure.

(c) In the event of a breach or threatened breach of this Clause 4 by Associate, Tech Mahindra Limited

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shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited to and Associate hereby consents to the issuance thereof forthwith in any court of competent jurisdiction without proof of specific damages. Associate waives any requirement for a bond in connection with any temporary or pendente lite injunctive relief.

(d) In the event that Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited in connection with obtaining such judgment or order.

If any court should hold any part of the covenants set forth herein to be unreasonable, or otherwise unenforceable, the parties expressly agree that the covenants set forth herein shall be enforced to the extent that would otherwise be deemedreasonable or enforceable. In the event of any breach by Associate, the Non-Compete Period shall be extended on a per diem basis for the period that Associate is in breach.

5. **Ownership of Work Product:** Tech Mahindra Limited shall be the sole owner of all of my work product. For this purpose, "work product" means all inventions, improvements, discoveries, documentation, programming and technology (including all associated intellectual property rights) that I may create (alone or with others, at work or elsewhere, during or after the normal workday) relating to the work I do, the business of Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited's property, all right and evidence I may have or acquire with respect to any and all work product, and I agree to take such further actions and sign such further instruments as Tech Mahindra Limited may request from time to time to protect and defend its ownership of any and all work product. I understand that disclosure of my suggestions and ideas is encouraged.

6. **Partial Restriction on Post-Termination Competition:** Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited's expectation of receiving a considerable return from the exclusive use of my services and know-how in the future, free from any danger that Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this **Clause** 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited.

<u>Covenant Not To Compete</u>. I hereby covenant and agree as a part of and ancillary to this Agreement that for the period of 12 months following the termination of my employment with Tech Mahindra Limited (irrespective of the reason for or such termination),

(a) I will not solicit, or attempt to solicit, or cause any third party to solicit, directly or indirectly, any customer of Tech Mahindra Limited for the purpose of selling or licensing products or services that are then competitive with the products and services that are then available to that customer from Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited with whom I actually have material contact (meaning direct interaction, such as through sales calls, presentations or other business dealings) in the course of performing my employment duties for Tech Mahindra Limited within the two year period preceding the date my employment with Tech Mahindra Limited ends. It is understood that this restriction is necessary to avoid possible compromise of Confidential Information and business interest;

Tech Mahindra Limited Infocity, Hitsch City Layout Madhapur, Hydersbad 500081, India

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(b) I will not (1) seek or obtain employment of any kind by any means, directly or indirectly, as either associate, agent or consultant, with any customer of Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited provided however, that this restriction shall apply only to employment to perform the same or substantially similar services that I am performing for the client as a Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited This restriction applies to my acceptance of any employment by a customer through general advertising or third party recruitment;

I accept and agree that the above covenants (a) and (b) are reasonable restrictions imposed with an objective to protect Tech Mahindra Limited's legitimate business interests and proprietary and confidential information. Given the compensation and benefits provided to me, I agree that the restriction as to time and scope contained herein are reasonable and necessary to protect Tech Mahindra Limited's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this undertaking. I acknowledge that adherence to this undertaking shall not deprive me of the ability to earn a living or support my dependents.

7. <u>Compliance Not Contingent Upon Additional Consideration</u>: I understand and acknowledge that the wages, compensation, benefits training and experience that Tech Mahindra Limited. provides to me shall be full and sufficient consideration for the promises contained in this Agreement. I have not been promised, and shall not claim, any additional or special payment or compliance with the covenants and agreements herein.

8. Damages and remedies: I acknowledge and agree that if violate this Agreement, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited. may take legal action in the court specified below in Paragraph 13 for the liquidated damages specified in Paragraph 6 above and (2) a violation of this Agreement is likely to cause severe and irreparable Cause injury to the business, good will, client relations and proprietary information of Tech Mahindra Limited., an injury that is not adequately compensable by money damages alone. Accordingly, in the event of a breach (or threatened or attempted breach) of this Agreement, Tech Mahindra Limited. shall, in addition to any other rights and remedies, be entitled to immediate, appropriate injunctive relief, or a decree of specific performance of this Agreement, without the necessity of showing any irreparable injury or special damages, in any court of competent jurisdiction.

9. <u>Severability</u>: Each paragraph and provision of this Agreement is severable from the contract and if one provision is declared invalid, the remaining provisions shall nevertheless remain in full force and effect. Further, the invalid provision or part shall remain enforceable to the extent permitted by law.

10. <u>Entire Agreement</u>: This Agreement reflects the full and complete agreement between myself and Tech Mahindra Limited. on the subjects covered herein and supersedes and replaces all prior negotiations or agreements, whether written or oral. This Agreement shall only be modified, altered or replaced by a subsequent writing, signed by myself and an authorized officer of Tech Mahindra Limited.

11. <u>Binding Effect:</u> This Agreement shall inure to the benefit of, and be binding upon, my heirs, executors, administrators and personal representatives as well as the subsidiaries and affiliates of Tech Mahindra Limited. (together with their successors and assigns).

12. <u>Choice of Law:</u> This Agreement will be governed and controlled in all respects by the laws of India.

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13. <u>Choice of Forum</u>: The parties submit to the jurisdiction and venue of India with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient.

In the event of any violation of the terms of this **Clause**, I agree that I shall be liable to Tech Mahindra Limited. for liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited. would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in **Clause** 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this _____ day of _____, 20____ Signature For and on Behalf Of **Tech Mahindra Limited**

Vishal Khanna Head – Resource Management Group

Tech Mahindre Limited Infocity, Hitsch City Layout Madhapur, Hyderabad 500081, India

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Annexure-I: Acknowledgement

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between Tech Mahindra Ltd "Company" and the **Monika Rathi** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable.

I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment. I, **Monika Rathi**, hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on this ______ day of _____ (month), ____ (year), and hereby acknowledges, understands and agrees to the above.

[Name & Signature]

Witness/ Notary Public: ______



Date: Location: Hyderabad Dear Zenab

Sub: Letter Of Intent

With reference to your application and the subsequent interview and discussions you had with us, we are pleased to inform that you have been provisionally selected for the position of Revenue Cycle Officer commencing from ______ or earlier.

On joining, your annual remuneration will be INR 3,50,000/- (subject to deduction of tax and other statutory payments as may be applicable) which will include Basic Salary, all allowances, reimbursements of expenses, perquisites, statutory stipulated benefits, and all retirement benefits as per Company's rules in force from time to time.

Please note you will be on probation for a period of Six Months from the date of commencement of service, which may be extended at the sole discretion of the company. You would not be eligible for any increment, IJP or VIP during the probation period.

During the first 3 months of your probation, your services are terminable by giving 7 (Seven) days notice in writing by either side. Post completion of 3 months, contract of employment between you and the Company may be terminated by either party by giving 30 days notice in writing. In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any member of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice. However, post completion of probation period, contract of employment between you and the Company may be terminated by either party as per company policy.

You will be entitled to a Variable Incentive Pay. Variable Incentive Pay (VIP) quantum will be as per the Organization's current policy and subject to change in accordance to the circumstances at the discretion of the Organization's management. The actual VIP payable shall depend on the employee's performance during that year as well as the Organization's/Process's performance as assessed by the Senior Leadership team. The disbursement of the VIP is subject to the employee being on the active rolls of the Organization on the day of the VIP disbursement

You may be required to work in the night shift and/or staggered timings.

An appointment letter will be issued to you on reporting to work.

At the time of joining Inventurus Knowledge Solutions you are required to submit to the HR Department, the photo copies of your documents as mentioned in Annexure II.

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

Please note that this offer is valid subject to you clearing your final examinations and obtaining your graduation degree. This Letter cannot be used to solicit other offers and will be null and void if so used.

We wish you all the best

Thanking you,

For Inventurus Knowledge Solutions Pvt. Ltd.



Sudip Datta VP-Talent Acquisition CoE I accept the above offer on the terms indicated.

Candidate Signature

Cell no: 9395369153.

Inventurus Knowledge Solutions Private Limited, M/s. Serene Properties Pvt. Ltd. (SEZ), Unit No. 203, Building No. 5 & 6, Mindspace, Airoli, Navi Mumbai - 400 708, India | Board: +91 22 3071 1100 | Fax: +91 22 6646 6879 | info@ikshealth.in | www.ikshealth.com

Date

Registered Address: Panduronga Timblo Industries, Akash Bhavan, 2nd Floor, Opp. Canara Bank, Panjim, Goa - 403 001, India CIN: U72200GA2006PTC004816