

LETTER OF INTENT

Date: 11/02/2019

Name: Mr. Sandeep Ramesh V...

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 Fixed Term Employment for term less than 12 months at Pune 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 days 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. 1,70,845 per annum. The same may be revised in the date 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.

Level 1 & Part of Level 2: Unit No's. 101, 102, 103 & Part of Unit No's. 05, 10, 11 & 12 B, Situated at 7 Akhondpur Road, Siddhivinayak Area, Taluka Haveli District, Pune-411 014
PIN: 072200KAZ00410034233



Name: Pr. Prabhakar M. Deshpande
 Date: 11/01/2019
 Designation on Joining: CSF
 CS Location: Prasa

Please refer the annexure for an explanation of the salary components.

Pay Component	Monthly (INR)	Annual (INR)
Basic	7,119	85,428
House Rent Allowance	3,559	42,708
Employer contribution to PF	178	2,136
Flexi Components	2,000	24,000
Food Allowance	1,000	12,000
Travel Allowance	1,500	18,000
Total Cost to Company	15,356	184,272

End of Assignment Bonus: A month's salary will be paid for the total duration of the contract. The amount will be paid at the end of contract. This amount will be reduced if the employment is terminated before the end of contract tenure.

Overtime Allowance: Hours worked by an employee in excess of their regular hours are scheduled duty and, similarly, any hours worked on their work off or non-working day are considered as overtime. Overtime hours worked by an employee will receive additional pay as applicable by the policy.

Night Shift Allowance: Employees spending 50% of work hours of a day between 11:00 PM to 8:00 AM as per their shift timing are eligible for Night Shift allowance as per the policy.

*The above is subject to changes as per local laws and company policy.
 *The above amounts are subject to Govt deductions which include employee & employer contribution to PF, PT, Income tax, ESI etc applicable.

ANNEXURE 1

EXPLANATION OF SALARY COMPONENTS

1. Basic - It is 50% of total base salary.
2. House Rent Allowance- It is 50% of basic salary. HRA exemption is applicable as per income tax rules on submission of the required documents.



3. Employer Contribution to PF (Provident Fund) - It is computed as 12% of basic salary. Employee has an option to fix employer contribution to PF at INR 1800 per month (INR 21600 per annum) if the minimum annual PF computed as 12% of basic salary is more than INR 21600.
4. Flexi Components - Employees can choose to allocate the un allocated amount of their Annual Base Pay to any of the tax friendly components like self-education, children's education allowance, children's hostel allowance, self-owned vehicle expenses, national pension system. These are collectively referred to as Flexi Components and employees have the option to select them within the applicable limits.
The residual of flexi components post allocation to the Flexi Basket components will be auto-allocated to certain fixed allowances up to a maximum value in the following order: (1) HRA, (2) Medical, (3) Conveyance, (4) Leave Encashment, (5) Gratuity, (6) Unallocated Flexi Component, which has not been allocated under any of the above is called Flexi Allowance.
5. Food Coupons - Amazon India provides Meal Card/Vouchers worth INR 1000/- every month to all its employees.
6. Transport Allowance - L3 and below employees who are based out of Amazon offices/cities where the Transport facility is not available or choose not to avail the facility, are eligible to receive a transport allowance.

Disclaimer: This document has been created for informational purpose only. The content of this document and applicability are subject to change with or without prior notice. In case of any change in the policy at any point of time, the new policy supersedes the details captured in this document with or without any notice or explicit communication.



You are hereby notified that you are not employed in the absence of a signed Offer Letter. This LOI is in
acknowledgment of 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 constitute an offer of employment
with respect to the base pay as mentioned herein.

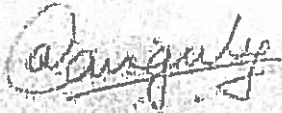
In the event that you receive an offer of employment from any other employer (apart from the Company),
you are requested to immediately intimate the Company in writing of such offer.

You are required to return the duplicate copy of this letter duly signed indicating your acceptance of the
terms and conditions stated above. 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 Company related functions and duties upon employment, if and once the Offer Letter is issued.

For any queries, please feel free to write to us on csrecruiting-pune@amazon.com

Yours sincerely,

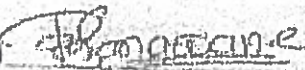
For AMAZON DEVELOPMENT CENTRE (INDIA) PVT LTD



Arindam Ganguly
CS Sr. Site Lead

ACCEPTANCE OF LOI

I accept the terms set forth in this letter with the company:



Signature

11/02/2019

Date



Date: Nov 04, 2022
Offer No : QS2844535

AKSHAY DATTU JADHAV
PUNE
PUNE 411001
MAHARASHTRA

FIXED TERM EMPLOYMENT CONTRACT

Dear **AKSHAY DATTU JADHAV**

We are pleased to offer you employment at QUESS Corp Limited for a fixed period of employment as per the following terms:

DEPUTATION:

You are deputed to VODAFONE IDEA LIMITED under this Contract. The terms of employment is exclusively with QUESS, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract.

You will with effect from NOV 05, 2022 be deputed by QUESS, to work at client's office / premises at any of their locations.

During the course of your contract, you can be transferred to a location within the territory of india as and required by Quess for rendering the services under this contract

TENURE:

The term of your Contract shall be valid from NOV 05, 2022 to SEP 30, 2023.

COTERMINOUS:

Notwithstanding the Tenure of this Contract, in the event of the project / work / deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project / work.

LOCATION:

You are required to work at client's location at PUNE. During the term of your employment with the Company, you may be transferred in such capacity that the management may determine, to any other entity, department, branch, location under the same management, whether existing or to be set up in future. The terms and conditions applicable to such other place / establishment will apply to you.

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Offer No : QS2844535

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QUESS Corp Limited

3/3/2, Bellandur Gate, Sarjapur Road, Bangalore - 560103, Karnataka, India
<http://www.quessecorp.com> | Toll Free No: 1800-572-3333



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POSITION:

You are appointed as ASSOCIATE - TECHNOLOGY.

REMUNERATION:

The details of your salary break up with components are as per the enclosure attached herewith.

EXTENSION:

Unless otherwise notified to you in writing this contract of employment would be valid SEP 30, 2023 from the date of you joining QUESS. This contract may be considered for an extension depending on the client and QUESS's requirements. The extension of contract period would be considered on fresh terms as agreed between you and QUESS through a separate mutually executed contract of employment. QUESS shall inform you in writing of the extension requirements.

WORKING HOURS:

You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be recorded through Mobiles application developed by Quess, and maintained by contact person at QUESS.

TERMINATION & SUSPENSION:

At the time of termination of the employment either due to termination by either you or the Company or upon the lapse of the term of employment, if there are any dues owing from you to the Company, the same may be adjusted against any monies due to you by the Company on account of salary including bonus or any other payment owned to you under the terms of your employment.

During the tenure of your Contract, any deviation or misconduct in any form that were noticed by the company or if there are any breach of internal policies or any regulation that was mutually agreed to be complied with, QUESS or principal employer has the rights and authority to suspend your services until you are notified to resume work in writing. QUESS reserves all such right to withheld full or a portion of your salary during such suspension period.

NOTICE PERIOD:

In the eventuality if you wish to separate from the organization you will need to give 15 day's notice in writing. The Contract can be terminated at the discretion of QUESS subject to 15 day's

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notice.

However due to breach of code of conduct, misbehavior or indiscipline etc, then in such cases, QUESS will have / reserve rights to terminate immediately without giving notice period.

INDEMNITY:

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall indemnify the client if there is a loss of any kind to the said property.

CODE OF CONDUCT:

You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within the Client's organization or outside it, and if you were at any time found indulging in such act/s, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you.

HOLIDAYS:

You will be entitled to paid holidays in a year as notified by the company from time to time.

ADDRESS FOR COMMUNICATION:

The address of communication for the purpose of service of notice and other official communication to the company shall be the registered address of the company. The address of communication and service of notice and other official communication is the address set out as above and your present residential address namely. In the event there is a change in your address, you shall inform the same in writing to the Management and that shall be the address last furnished by you, shall be deemed to be sufficient for communication and shall be deemed to be effective on you.

BACKGROUND VERIFICATION:

The company reserves the right to have your back ground verified directly or through an outside agency. If on such verification it is found that you have furnished wrong information or concealed any material information your services are liable to be terminated.

ABSENTEEISM:

You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without sanction of leave or prior permission or if you over stay sanctioned

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leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandonment your employment with the company and your services are liable to be terminated accordingly.

RULES AND REGULATIONS:

You shall be bound by the Rules & Regulations framed by the company from time to time in relation to conduct, discipline and other service conditions which will be deemed as Rules, Regulation and order and shall form part and parcel of this letter of appointment.

OTHER TERMS OF CONTRACT:

In addition to the terms of appointment mentioned above, you are also governed by the standard employment rules of QUESS (as per Associate Manual). The combined rules and procedures as contained in this letter will constitute the standard employment rules and you are required to read both of them in conjunction.

JURISDICTION:

Notwithstanding the place of working or placement or the normal or usual residence of the employee concerned or the place where this instrument is signed or executed this Contract shall only subject to the jurisdiction of the High Court of Judicature of Karnataka at Bangalore and its subordinate Courts.

DEEMED CANCELLATION OF CONTRACT:

The Contract stands cancelled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.

The Employee will have to undergo training, on basis successfully completing training the associates will be confirmed to join the organization.

You will have to undergo a mandatory training program for a specific period of 25 days. At the end of the training program you will be evaluated on requisite skills and only upon successful completion of the training and evaluation to the satisfaction of the Company, you will be confirmed to join the organization under Fixed Term Employment Contract. Notwithstanding anything in this offer of employment, the Company reserves its right to withdraw the offer, if in the opinion of Company you have not successfully completed the training and fail the evaluation conducted.

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You shall report to work on Nov 05 2022 at the clients place.

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

1. Educational Certificates
2. Experience Letter / Relieving letter
3. Latest month pay slip
4. Photo ID proof
5. Address Proof
6. 5 passport size photographs
7. PAN card
8. UAN Card
9. Aadhaar Card

Here's wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards,

For **QUESS Corp Limited**.



Tej Hans Raj Singh
Deputy CEO

I have read and understood the above mentioned terms and conditions of the Contract. I voluntarily accept the same and I shall abide to the terms and conditions mentioned therein and any amendments from time to time.

All the above mentioned terms and conditions will come in force from your date of joining, in case of no acceptance received before the first salary it would be deemed as acknowledged and accepted by you on receipt of your first salary.

Name:.....

Signature:.....

Place:.....

Date:.....

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Compensation Sheet

Offer No: **QS2844535** Associate Name: **AKSHAY DATTU JADHAV**
 Designation: **ASSOCIATE - TECHNOLOGY** Location: **PUNE**

Pay Heads	Rs. Monthly Pay	Rs. Annual Pay
Basic	16000	192000
Dearness Allowance	6717	80604
House Rent Allowance	8000	96000
Statutory_ bonus	1333	15996
Gross Salary	32050	384600

Employer's Contribution		
Employer Provident Fund	1950	23400
Total Contribution	1950	23400
Cost to Company : (CTC)	34000	408000

Deduction: (Subjected to change)		
Provident Fund	1800	21600
Professional Tax	200	2400
Total Deduction	2000	24000

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Net Take Home	30050	360600
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Dear Associate,

Get Anytime Easy Access for all your HR Details & Documents (Salary Slip, Offer Letter, PF/ESIC/UAN/Insurance Nos) on your Mobile phone via InEdge App.

Please download InEdge application from Google Playstore

<https://goo.gl/nYnCgD> or Apple iStore <https://goo.gl/3JY6yn>.

UserId - QS2844535

Login Password - password

Transaction password - password

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DISCLAIMER

To whomsoever it may Concern

I,AKSHAY DATTU JADHAV , Offer ID QS2844535, hereby given my consent to use my signature in all statutory forms and any other compliance documents/COC used by employer related to my employment. I also confirm that the signatures provided by me are best matched to my original signatures. Also, in consent to my details being shared with any Govt. Agency/Bank/Client/Background verification Partners.

Associate Name:

Associate Signature:

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TAMIL NADU e-GOVERNANCE AGENCY

INFORMATION TECHNOLOGY DEPARTMENT, GOVERNMENT OF TAMIL NADU

Date: 03.10.2023

Certificate

Mr. Amol Krishna Bhasre was working as Data Analyst on contract basis at Tamil Nadu e-Governance Agency, Chennai. He was relieved from Tamil Nadu e-Governance Agency, with effect from the A.N of September 28, 2023, in continuation of his resignation.

His Service record is as follows:

Date of Joining: June 01, 2022.

Date of Leaving: September 28, 2023.

Designation at the time of resignation: Data Analyst

We draw him attention to continue obligation of confidentiality with respect to any proprietary and confidential information of "Tamil Nadu e-Governance Agency" that he may have had accessed during the course of employment. We wish the very best in his future endeavours.

Sincerely,



M. Karthikeyan

Deputy Director (Admin)
Commissionerate of e-Governance /
Tamil Nadu e-Governance Agency
Anna Salai, Chennai - 600 002.

To:

Mr. Amol Krishna Bhasre,
No.2/12, Aziz Mulk 6th Street,
Thousand Lights west,
Thousand Lights,
Chennai – 600 006.

Ref No: 15944672

11-Aug-2021

Ashwini Patil



Dear **Ashwini**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Programmer Analyst** with **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"). Your place of posting will be **Pune**.

Your annual total compensation will be **INR 380,000**. This includes an annual incentive target of **INR 20,000**. This amount may vary depending on individual and company performance. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered 0 months of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **18-Aug-2021**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"),



Suresh Bethavandu
Global Head-Talent Acquisition

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

Signature:

Date:

Compensation and Benefits

Name: Ashwini Patil

Designation: Programmer Analyst

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7350	88,200
	Annual Gross Compensation		360,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		380,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		399,500

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

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

Leave and vacation:

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

Category of Leave

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days
- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

Provident Fund Wages:

For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout.

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser.

Employee State Insurance (ESI):

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

*** Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

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

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

**** Incentive target:**

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

Note:

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

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of 11-Aug-2021 between:

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

AND

Ashwini Patil, ____ (Age) ,residing at _____
(hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

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

RECITAL:

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

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

1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

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

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of

work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,

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

disclosures, and

e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

7. Background Check

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

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

8. Compliance with Company Policies

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

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

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or

processes, please reach out to your HR talent manager. It is your responsibility stay informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

9. Non-Compete and Non-Solicit Restrictions

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

10. Representations and Warranties

By signing below,

a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;

b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

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

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

11. Indemnity

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

12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for

upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

13. Unauthorized Absence

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

14. Retirement

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

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

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

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

16. Deputation, Assignment and Transfer

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

17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

18. Dispute Resolution and Governing law

The Parties shall make our best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

19. General

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

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

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

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

Cognizant Technology Solutions India Private Limited**Ashwini Patil**

Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature:**Date:**



ARESS SOFTWARE AND EDUCATION TECHNOLOGIES PRIVATE LIMITED

MIDC AMBAD,
Nashik
Maharashtra 422010

Pay Slip for October 2023				
EmpNo	AS2987	Payable Days	31	
Name	Swapnil Gaikwad	P.F. No.	N.A	
Department	Digital	E.S.I. No.	BFFPG6736N	
Location	Nashik	PAN		
Bank Name	ICICI Bank			
Bank A/c No	018201546780			
Earnings	Master Rate	Current Month	Deductions	Current Month
Basic	15,001.00	15,001.00	Profession Tax	200.00
HRA	750.00	750.00		
Travelling Allowance	3,000.00	3,000.00		
Medical Allowance	3,000.00	3,000.00		
Telephone Allowance	1,500.00	1,500.00		
Special Allowance	3,057.00	3,057.00		
Advance Monthly Bonus	1,192.00	1,192.00		
Diwali Incentive		4,000.00		
Total	27,500.00	31,500.00		200.00
Net Pay : Rs. 31,300.00 <i>Rupees Thirty One Thousand Three Hundred Only.</i>				

This is a computer generated document & does not require any signature.

Date: 26 Jul 2022

Mr HITENDRA POTINDE
So prabhakar ramchandra polinde at lingavane
post kohor petn kohor nashik
maharashtra 422208

Employee No: 2502938
Dear Mr HITENDRA POTINDE

Appointment Letter

We are pleased to offer you the role of Engineer, FR, HQ with TeamLease Services Ltd.

- Offer Contract Period** Your contract will commence from 26 Jul 2022 and expire on 25 Jul 2023, during which you will be deputed at our client premises, and will be bound by our rules and regulations. Your current location shall be **Nasik**, however, the company can transfer your services to other location basis business requirement.
- Deputation** You are deputed to Telesonic Networks Limited, under this Contract. The terms of employment are exclusive with TeamLease Services Ltd, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract. You need to adhere to all the rules and regulations of the client.
- Notice Period** – Either party may terminate this Work Assignment Letter by issuing 30 days' notice in writing or payment thereof. In event of Resignation, you need to inform your Reporting Manager at the client organization, as well as to the direct employer. You will be required to mandatorily serve **30 days of notice**, failing which shall result in the deduction from the F&F. This can be waived off if separation is because of the work assignment coming to end.
- Termination** – The client reserves the right to terminate the contract without any explanation. In case of breach of Code of Conduct, IT Security Policy, misbehavior or indiscipline, etc., TeamLease Services Ltd will have reserve rights to terminate immediately without giving notice period.
- Coterminous:** Notwithstanding the Tenure of this Contract, in the event of the project work deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project work. Since your appointment is for a specific period as state above, intimation of termination renewal of your employment shall be given by the Company, by written notice of one month in advance before the expiry date.
- Holidays** You will be entitled to paid holidays in a year as notified by the client organization from time to time. You shall be governed by the holiday list of the client. The same will be shared at the time of onboarding.
- Leave** You will be entitled to paid holidays in a year as per the leave policy of the client. You can avail 10 leaves in a year out of which 5 Casual leaves are mandatory to be taken in the year & 5 are Privileged leaves which can be carried forward. Details of this policy will be shared during onboarding.
- Absenteeism** You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without the sanction of leave or prior permission or if you overstay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandoned your employment with the company and your services are liable to be terminated accordingly.
- Working Hours** You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at Teamlease within the cutoff date as mutually agreed for payroll processing.
- Code of Conduct Policy** You shall be governed by the COC Policy of the client. You shall not engage in any act subversive of discipline in the course of your duties for the Client either within the Client's organization or outside it, and if you were at any time found indulging in & such acts, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you. Please refer to the client's COC Policy for the same.
- IT Security Policy** – You shall be governed by the IT Security Policy of the client. Any data or assets are the priority of the client and should not be shared with anyone outside the organization's network. You are not supposed to share any official information on your personal id. In case of any breach of the IT Security Policy of the Company Client, the organization shall reserve the right to initiate disciplinary action as is deemed fit against you. Please refer to the client's IT Policy for the same.
- Dual Employment** During your employment with us, you shall not be engaged, concerned, or interested directly or indirectly in any other occupation, business, or employment whatsoever (either for remuneration or on an honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of the above, the company shall be entitled to take appropriate action
- Deemed cancellation of contract** The Contract stands canceled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.
- You are requested to bring the following documents at the time of joining:

Educational Certificate	5 Passport size Photos	Experience Letter, Relieving Letter & Last month Payslips
Photo ID proof & Address Proof	Aadhar Card	PAN Card
UAN Card		
- Background Verification** – We will be doing a background verification from a third party as part of your onboarding. During your employment, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand canceled revoked with immediate effect.
- Salary Structure – Annexure A
- Leave Policy – Annexure B
- Medical Insurance Coverage – Annexure C
- We at TeamLease would like to create an environment and culture committed to cooperation, quality, and responsiveness that permeates every activity. As a new entrant, we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood, and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgment copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance with terms and conditions.


TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event, you have paid any such amount to any employee, officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to Teamlease through email or through the tollfree number which is provided to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Authorized Signatory)

Signature and date:
Name: HITENDRA POTINDE

Annexure A:

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Doc ID: TL/D608D5D8E66

Employee No: 2502938
Name: Mr HITENDRA POTINDE
Designation: Engineer FR.HDO
Location: Nasik
Salary Compensation

EARNINGS	Amounts
Basic	10005
House Rent Allowance	4002
Works Allowance	8008
Statutory Bonus	995
Gross Earnings	23000
DEDUCTION *	Amounts
Employee PF	1800
Professional Tax	200
Total Deduction	2000
Net Salary	21000
Employer PF Contribution	1800
PF Service Charges	150
CTC	24950
CTC in Words	Twenty Four Thousand Nine Hundred Fifty Rupees

* Income tax deductions, if applicable, will be as per the Income-Tax Act, 1961

** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable

Note : This statement is only for the purpose of information and is illustrative in nature

* Incentives, if applicable, will be paid out over & above this, basis the performance.

Annexure B

Bharti Airtel Leave Policy for Associates:

Objective The objective of this policy is to lay down guidelines for granting leaves to associate employees associated with our client Bharti Airtel Ltd.

Scope The policy is applicable to all associate employees working on **TeamLease Services Ltd** payrolls & deputed at Bharti Airtel Limited & its subsidiary companies (Bharti Airtel Services Limited, Bharti Telemedia Limited (DTH), Bharti Hexacom Limited, Telesonic Networks Limited, and Extra Data Limited).

Leave Period Leave year is the calendar year from 1 January to 31 December

- All employees are entitled to 10 days of General Leaves during a calendar year. These leaves shall include 5 days of Casual Leaves & 5 Days of Privileged Leaves. Out of these, 5 Casual leaves are mandatory for the calendar year, and if not availed, these shall get lapsed. Employees who join the Company after 1st January will be eligible for leaves on a prorata basis.
- Maximum 5 days leaves can be carried forward to next year.
- 5 days of Privileged Leaves leave shall be carried forward subject to a maximum accumulation of 30 days. The encashment of leaves shall be done at the time of separation of an associate, up to 30 days The encashment of leaves shall be done on the basis of the last drawn basic salary of the employee.
- Halfday leave from work for a duration of up to 4 hours shall be considered as a halfday leave.
- Compensatory Off – Every employee in an establishment shall be allowed a holiday with wages on Independence Day, Republic Day, and Mahatma Gandhi's Birthday. Provided that an employee required to work on any such holiday shall be paid remuneration at double the rate of his normal wages. This should be exercised only in case of business exigency. If required, he/she shall also be given a substituted holiday with his average daily wage on any other day within ninety days from the day on which he so works.
- Associates will be eligible for 5 fixed National Holidays & 4 discretionary circle holidays towards festivals, the list of which is published at the beginning of the calendar year. Discretionary Holidays shall be governed by the Circle Holiday calendar.
- Leave Without Pay An employee can apply for Leave Without Pay if there is insufficient negative no leave balance in his leave account, with approval from the Reporting Manager at the client location
- Paternal Leave – Employees will be eligible for 2 days of Parental Leaves, maximum for 2 children
- Maternity Leave – All women employees shall be entitled to 26 weeks of maternity leave for the first two children, of which not more than 9 weeks shall precede the date of her expected delivery. In the case of the third child and thereafter, a woman employee will be entitled to 22 weeks of maternity leave, of which not more than 6 weeks shall precede the date of her expected delivery.
- In case an employee intends to return later than 26 weeks (for the first two children) or 22 weeks (for 3rd child onwards), prior notification has to be given by the employee to the Reporting Manager of the employee, skip level Manager & the agency and is subject to approval. Any excess leave will be considered as either leave without pay or use of accumulated earned leave if available. In such circumstances, the employee should intimate the concerned HR Business Partner and the Reporting Manager at least 6 weeks prior to the date of return.
- While on leave, an employee cannot take any employment, parttime or otherwise. Any misuse of leave shall be treated as misconduct.
- All leaves shall be approved by the Manager & should be duly submitted in the system. Any unapproved leave shall be considered as LWP and will make the case for COC Violation

Annexure C:

Bharti Airtel Mediciam & Insurance Policy for Associates (TNL)

Objective The objective of this policy is to provide coverage to associates for TNL (Homes & Fiber Factory) for Mediciam, Group Personal Accident Insurance & Group Life Insurance

Scope The policy is applicable to all associate employees working on Teamlease payrolls & deputed at Telesonic Networks Limited (Homes & Fiber Factory)

Benefits –

- Group Mediciam Policy INR 3 lacs (Company shall bear the cost for a base plan of 3 lakh) Group Personal Accident Insurance (GPA) INR 20 Lacs
- Group life Insurance INR 20 Lacs

**The policies are subject to revision as per the company's discretion & any such update shall supersede the clauses mentioned in the appointment letter*

Mandatory Training Programme Prevention of Sexual Harassment at Work Place The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement. The link to undergo the programme and complete the evaluation is given below. Link : <https://connect.teamlease.com/Learning>

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

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TeamLease Services Limited., CIN No. L74140KA2000PLC118395
Registered Address: BMTC Commercial Complex, 6th Floor, 80 Feet Road, Koramangala, Bangalore - 560095.
Ph : (91-80) 33002345, Fax : (91-80) 33243001 www.teamlease.com



24th June 2020

OFFER LETTER

Rohit Sonawane

Email: rohitsonawane123@gmail.com

Mobile: 86 00 277801

Dear **Rohit,**

It is our pleasure to extend the following offer of employment to you on behalf of

Xoyal IT Services, further to the interview and discussions you had with us. You are expected to join duty on **26th June 2020**.

You are appointed to the position of “**PHP Developer**” and in this capacity you will report directly to Mr. Nadeem Shaikh (CEO Xoyal It Services).

During your probation period for (**Three months**) you will received following remuneration.

your Salary will be **Rs. 20,000/- (Twenty Thousand Only)**. As per Indian Government Income Tax rules, taxes will be deducted from your monthly salary and will be deposited in Government Treasury. You will get form-16 in the next financial year.

Regards,

Nadeem Shaikh
CEO Xoyal IT Services

Date: 16th September 2019

Mr. Kunal Vijay Dange,

Ft no 8,
Chandrabhaga appt,
Prashant Nagar ,
Pathardi Phata,
Nashik - 422010.

Offer Letter

Dear Mr. Kunal Vijay Dange

Thank you for choosing SixSigma as your Career Partner. We take pleasure in welcoming you to SixSigma SoftSolutions Pvt. Ltd.

Further to the discussions that we have had with you, we are glad to offer you the terms of the proposed engagement.

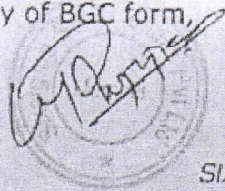
Name	Mr. Kunal Vijay Dange
Designation	Data Center Operations
Date of Joining	23 rd September 2019

Please be informed that all exceptional payments such as PF, gratuity, Bonus and Leave salary will be calculated from the Basic Pay only.

Please note that your employment will be governed by the terms and conditions of company in vogue and amended from time to time. Your appointment letter will be subjected to your satisfactory completion of Background verification, both by SixSigma and its client.

List of documents (copies) to be submitted:

1. Id proof: Pancard, passport
2. Address Proof: Aadhar card, Driving License, voter id,
3. Pan card
4. Passport size photo - 6 nos
5. Education Document (10th, 12th Mark sheet along with Diploma Degree, Consolidate, Provisional Certificate
6. Current company payslips, offer letter and bank statement for minimum 6 months
7. Previous company Offer letter and relieving letter with Payslip for minimum three months
8. Photocopy of BGC form,




SIXSIGMA SOFTSOLUTIONS PVT. LTD.

Mumbai Branch

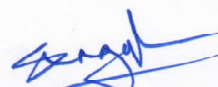
Unit No. 710, 7th Floor, Palm Spring Centre

Link Road, Malad (West), Mumbai - 400 064 Ph. 022 - 4273 7400 - 7499

6305 - G -

5229




Prof (Dr.) Sahebrao B. S.