



P&P ASSOCIATES
ARCHITECTS & ENGINEERS
MUNICIPAL ARCADE
CHANGANACHERRY, KERALA
PH:0481-2426168 , 8848695314 (M)
E.mail:pandpassociates@hotmail.com

Date:.....

06/08/2018

Dear Ms.Radhika Rajeev

Congratulations! We are pleased to confirm you that you have been selected for Palathra Constructions. We are delighted to make you the following job offer

The Position we offer you is that of Junior Quantity Surveyor with an annual cost to the company as Rs.120000/.

We would like you to start work on13/08/2018.Please report to our office for documentation &orientation. If this date is not acceptable please contact the office immediately.

Please sign the enclosed copy of this letter and return it to me by to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of our company and looking forward for working with you

Accepted by

Radhika Rajeev

PRINCE MATHEW
M.Tech(CIVIL), M.E (STRUCT), MIE,FIV
CHARTERED ENGINEER
Reg. No. M-136799-9
Approved Valuer, Reg. No. F - 18768

Githin Suresh
Kottayam

Sub: Letter of Offer

Dear Githin,

This has reference to your discussion with our Senior Managers. We are pleased to appoint you as **Assoc. Software Developer, A1** for a fixed period of **12** months . Your date of joining in US Technology International Pvt.Ltd (UST Global) will be **June 26, 2018** and work location is **Trivandrum - UST Office**.

1. Be it clearly understood and agree that the vacancy for the particular assignment has arisen due to unusual pressure of seasonal work and as such your placement is being made on contractual basis for a fixed period as stated above in accordance with the policies of this organization. Your contract will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the management. Since your assignment is being made for a specified period, you will neither have any right nor a lien on the job held by you.

Also you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise. Except one month's notice or salary in lieu of one month's notice no compensation or remaining wages for unexpired period of contractual and fixed period of appointment will be payable by the management if your services are terminated before the aforesaid specified and fixed period of your service. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company in lieu of the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company.

2. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time. As an employee of this company, you will maintain a high standard of loyalty, efficiency, integrity and will liaise with employee in the organization.

3. The management will be within its rights to transfer you for work or loan your services to any other unit/division/department where the company has an office or branch or unit or site for work either at present or may have at any time in future.

4. You will devote your whole time and attention to the interest of the company and will not engage yourself in any other work either paid or in honorary capacity.

5. Your appointment is being made on the basis of your particulars such as qualifications etc. as given by you in your application for employment and in case any information as given by you is found false or incorrect, your appointment will be deemed void abinitio and liable for termination without any notice or salary in lieu of notice.

6. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication to you. Every communication addressed to you at the given address shall be deemed to have been served upon you.

7. You will be bound by the organization's policies, rules, regulations and office orders in force and framed by the company from time to time in relation to your service conditions, which will form part of your terms of fixed term employment.

8. In case there is any change in your residential address, you will intimate the same in writing to the Personnel Department/Manager within three days from the date of such change and get such change of address recorded.

Yours Sincerely
For US Technology International Private Ltd.



Vinesh George
Sr. Manager HR



APPOINTMENT LETTER

October 16, 2018

Ms. Revathy P
Muruka Bhavan
Perunna East P O
Changanacherry-686102

Dear **Revathy P**,

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. **Appointment Details:**

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the company.
- b. You will be on probation for a period of 12 months from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You may be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curriculum requirements as laid down by your University/Institution for award of the degree/diploma with a minimum aggregate, specified by Wipro for your role, and any other criteria specified by Wipro in terms of your educational qualifications before joining.
- g. Kindly ensure you submit the second copy of the appointment letter signed by you on the day of reporting for work.

2. **Compensation:**

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.

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- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Wipro policy.
- e. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by Wipro.
- c. Participation in the Wipro Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the policy of Wipro.
- e. Wipro Medical Assistance Scheme (MAS) and Contributory Medical Insurance for your band and stream provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by Wipro for management employees, comprising pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Wipro intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. There may be times when you will be expected to work extra hours to achieve the above. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of Wipro, whether directly or indirectly.
- b. You may be required to undertake travel on Wipro work for which you will be reimbursed travel expenses as per the Wipro policy applicable to you.
- c. We at Wipro are committed to ensure 'Integrity' in all aspects of its functioning. You are expected to comply with the policies of Wipro including the Code of Business Conduct and Ethics as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise which could potentially result, or has resulted, in any violation of the policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head.

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5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.
 - ii. Any customer or vendor of Wipro to move his existing business with Wipro to a third party or to terminate his business relationship with Wipro.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand Wipro's position on this and resolve the conflict.

6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Wipro.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with Wipro you will be providing services to customers or clients of Wipro during which process you would be handling sensitive information including but not limited to key customers of Wipro, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to Wipro and its protection is of utmost importance to Wipro. You confirm that for a period of six (6) months after separation of your employment from Wipro (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing Wipro during the six (6) months preceding the date of separation.

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9. General:

This letter of appointment is subject to the condition that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable to be removed from service without any prior notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this Agreement.

- a. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this letter are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
- c. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this agreement. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. During the employment you have to comply by all policies of Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time. You agree to comply with all policies as modified from time to time.
- e. Your appointment will not be further processed and will be treated as withdrawn in the event:
 - i. You fail to clear any remaining backlog examinations, and/or
 - ii. You have not scored a minimum aggregate marks of 60% in your 10th Standard.
 - iii. You have not scored a minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iv. For Graduates: You have not scored a minimum aggregate marks of 60% in your graduation.
 - v. For Post Graduates: You have not scored a minimum aggregate marks of 60% in your graduation and 60% in post-graduation.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs / Self-directed learning modules / MOOCs/ in-classroom learning / on-the-job training / Top Gear modules and / or customer specific tools and technology learning. Through this extensive training Wipro makes significant investment for your project readiness and successful journey in the projects. In consideration of the company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and serve the company for a period of 15 months commencing from the date of your joining. In case you choose to leave the company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall pay to the company liquidated damages of upto Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the company.

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11. Notice Period:

This contract of employment is terminable, without reasons, by either party giving one-month notice during probationary period and two months' notice on confirmation. Wipro reserves the right to pay or recover salary in lieu of notice period. Further, Wipro may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if Wipro desires the employee to continue the employment during the notice period the employee shall do so.

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

12. On Separation:

On acceptance of separation notice, you will immediately give up to the company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or shall not make or retain any copies of these items.

Please confirm that the above mentioned terms and conditions are acceptable to you and that you accept the appointment by submitting the signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited**,

Sunil Kalachar
General Manager - Talent Aquisition

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on ___/___/___

Name: Revathy - P

Signature: [Handwritten Signature] Date: 06/11/2018

Place: Chennai

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ANNEXURE I
CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will inform the top management.

Name: *Ravathy . P*

Date: 06/11/2018

Signature: *Ravathy*

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Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of Wipro you are considered as an Insider and accordingly advised as below:

1.Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2.Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need-to-know basis. Employees are strictly prohibited from the following:

- Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
- Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
- Unauthorized disclosure or communication of UPSI.
- Procuring any UPSI from others

3.Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4.Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees.

For more details on procedures and guidelines, employees are requested to refer Wipro's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com

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ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Revathy P, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

Name: Revathy P

Date: 06/11/2018

Signature.....

Registered Office:

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ANNEXURE III
SALARY OFFER SHEET

Name : Revathy P

Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months or end of training period whichever is later, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	10,667
HRA	5,334
Bonus	2,133
Wipro Benefits Plan (WBP)	4,753
Additional allowance	-
Total Fixed Cash	22,887
PF (Employer Contribution)	1,280
Gratuity	566
Total Fixed Compensation	24,733
Other Compensation Benefits	
Health benefit (Medical)	600
ESI	-
Variable Pay	
Target Variable Pay	1,334
Target Cost to Company per month	26,667
Total Cost to Company per annum	3,20,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

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b. Over and above these components, depending on your performance during the initial training program you will also be entitled to an Additional Allowance. Performance Category - 1 will comprise of the top 30% of the candidates and balance 70% will be placed in Performance Category-2. The total monthly gross hence will be as per the following table for different performance categories:

	TOTAL MONTHLY GROSS	TOTAL ANNUAL GROSS
Performance Category - 1	27500	330000
Performance Category - 2	26667	320000

a. Apart from the standard salary emoluments, Project Engineers are also entitled to unique Wipro Benefits to assist them in maintaining a healthy work-life balance. The details of the benefits are as follows:

- Onetime Interest free loan of **Rs. 20,000** towards housing deposits or towards purchase of a two wheeler
- Onetime Interest free contingency loan of **Rs. 50,000** towards housing deposits or illness, death in immediate family or self marriage
- Medical assistance of **Rs. 15,000** per annum for employees who are not covered under the ESI scheme.

Medical Insurance Coverage up to Rs. 2 lacs per annum

Date: 06/11/2011

Signature:.....

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ANNEXURE - IV

I hereby confirm that I shall submit the required academic certificates including mark sheet, Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Wipro eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for termination of my employment with Wipro.

Name: Revathy . P

Date: 06/11/2018

Signature: .....

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ANNEXURE - V

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

- a. Individual linked parameter: Based on number of days billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3. This would comprise of 100% of your Variable Pay amount. (for employees joining in these Bands in Support roles and central functions 100% of Variable Pay would be linked to revenue and OM as mentioned in (b) and (c) below)
- b. Revenue achievement linked parameter: Based on the Revenue achievement of your Business Unit / Vertical / Service Line. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles.
- c. OM linked parameter: Based on Operating Margin achievement of your Business Unit. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles.

The Variable Pay payout amount is liable to vary as per the performance on the above parameters.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

For more details please refer to the policy hosted on myWipro à My Information Source à My Policies à View All Policies à (Select Country) à My Financials à Compensation à Variable Pay.

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SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus:

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/ Mobile phone, Non-transferable food coupons, use of Wipro Bus can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/ benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Food Coupons:

An amount of Rs. 2,750 per month towards purchase of Non-Transferable food coupons is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

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India C : L32102KA1945PLC020800



5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. 12% of your Basic towards Provident Fund.
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Accommodation, Food & Other Miscellaneous Expenses

- a. You would be entitled for Rs. 1000 per day for 8 days (total amount of Rs. 8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs. 1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Registered Office:

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Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



SUMMARY - SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. **Medical Assistance Program (MAS):** This is a medical scheme covering you, your spouse and your children to the extent of Rs.15,000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. **Mediclaim:** A floater coverage of Rs. 2,00,000 per annum for family (self, spouse & children) towards hospitalization. A nominal deduction per month as mentioned below is made towards contribution for the mediclaim benefit. 10% of the claim amount has to be borne by the employee. However, this does not apply if the hospitalization is in a Preferred Mediassist Network hospital.
 - *Rs. 240 - Contribution in case of single individual
 - *Rs. 520 - Contribution in case you are married

If the employee wishes to enhance the coverage, Top up cover option is also available wherein one can increase it for a highly negotiated premium. More details on the policy are available on My Policies Section in [myWipro](#) which is accessible on joining.
3. **Annual Health check:** Company paid Annual health check-up program is available for employees above 40 years of age.

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Gratuity Benefit: Up to Rs. 20,00,000

This provides you a lump sum benefit upon separation after completion of 5 years of service or on retirement or when deceased. Your gratuity is computed as: Last drawn Basic Salary * No. of years served * 15/26.

Survivor Benefit Pension Program:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific pre-defined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

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1. Your Life and Accident Cover:

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000
Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Even on temporary disability due to Accident you get compensated for loss of wages on account of leave due to Accident of up to Rs. 5,000 per week. In case of death due to accident, your total cover would be 26 lacs (12 Lacs + 14 Lacs). Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Life Insurance Program: Rs. 14,00,000
In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover. Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance / Personal Accident
The policies mentioned here are policies of the Company as on date; this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.
A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year.

The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data-> My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

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INITIAL INDUCTION PROGRAM

The Talent Transformation team at Wipro grooms campus selects to help them face the challenges of the corporate world.

A holistic 360 degree approach to training is adopted and helps them hone their fundamental IT skills followed by insights into Wipro businesses, process, technology and behavioral skills.

To understand and appreciate the mindset of the freshers and ensure that the transformation is smooth, the induction program is done by a team of dedicated professionals who have exposure to the academic and corporate sectors alike. Project Readiness Program (PRP) is a training program designed to address the basic learning needs of the freshers.

Corporate Readiness Program - CRP

The CRP program is focused on making fresher comfortable in a corporate environment. This program starts with a corporate induction.

"EMERGE" a campus to corporate behavioral training program ensures that the fresher start feeling at ease in the "corporate world". This activity based behavioral intervention informs the new entrants about the corporate work culture and business etiquette.

STEP PLUS is a 60-minute English language Assessment, which assesses grammar, listening, reading and speaking skills.

During PRP, STEP PLUS assessments would be scheduled and participants are expected to score a minimum of 917 marks out of 1581. This is a gating criteria for participants to be deputed in projects.

Technology Readiness Program - TRP

The technology training provides critical technical skills required to work on projects allocated to freshers and prepare to face the demands of the project world. We begin doing this by familiarizing with Wipro's businesses and work environment.

This module is conducted either in a structured classroom environment or as on-the-job learning based on the business requirement.

The methodology of training is "Project Based Learning" (PBL) approach, the entire learning is designed around a series of projects that the recruits are expected to complete individually by learning and applying various topics required to complete the project.

During TRP, fresher shall take up assessments as shared in the schedule. The assessment consists of Multiple Choice Questions (MCQ), Case Study, Project / Scenarios snippets. The duration of the assessment is for a day. The overall PRP score is computed as 30% weightage to MCQ, 70% weightage to Case study and /Project/ Scenario. There will be an improvement opportunity provided for those who score lesser than 75% at the TRP training. Faculty at Talent Transformation shall devote their time to mentor and coach the student. This is done to ensure enriched knowledge and improved understanding of the topic. All the efforts made in this direction are meant for the fresher to be able to clear in the improvement assessment with flying colors.

The training is said to be completed only when the fresher is able to score 800 in STEPPLUS assessment and 75% in PRP Technical assessment. Failure to achieve the required score in either STEPPLUS or Technical will result in exiting from the organization.

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05 September 2018

**Ms. Risna Sali
Thannikapoykayil
Vaipur P.O
Pathanamthitta
Kerala
PIN - 689588**

Dear Risna,

Further to your recent discussions with us, we are pleased to appoint you as **Trainee in Grade E1** with **RM Education Solutions India Pvt. Ltd (RMESI)**. We are delighted that you have indicated your wish to join us.

The main terms and conditions of your employment are set out in the enclosed Terms and Conditions of Employment.

This offer of employment is subject to:

1. Your acceptance of the terms and conditions of employment contained in the enclosed document;
2. Successful completion of background verification on your education, previous employment and police clearance as is applicable to your role;

Please sign and return one copy of this letter to us indicating your acceptance.

We trust that your knowledge, skills and experience will be valuable to us and we hope you would have a successful career at RMESI.

Should you have any queries with respect to the proposed terms and conditions, please do not hesitate to contact us at 0471-2566105.

for **RM Education Solutions India Private Limited**

**Connell Viegas
Chief Executive Officer**

**Sumi Vinit Nair
Human Resources Manager**

Note : Your salary details are confidential to you. You are required not to divulge, communicate in any manner, information pertaining to compensation to anyone. In case of any doubts, please speak to the HR Personnel of RMESI.

TERMS AND CONDITIONS OF EMPLOYMENT

This statement sets out written particulars of the terms and conditions of your employment with the Company commencing on the date shown in Clause 1 below.

This statement replaces any previous letter of appointment or contract provided to you and constitutes the full terms and conditions of your employment.

1. **Date of Commencement of Employment**

You are requested to join us on or before **10 September 2018**. This is also the date of commencement of your period of continuous employment with the Company.

2. **Remuneration & Benefits**

2.1. Your total Cost to Company will be **Rupees 298699/- (Rupees Two Lakh(s) Ninety Eight Thousand Six Hundred Ninety Nine Only) per annum**. The details of the remuneration break up are as per Annexure attached. Please note that any statutory changes, in future, will be treated within the total CTC.

2.2. You are eligible for company provided benefits as listed in Annexure attached.

2.3. Subject to RMESI Board approval, and subject to satisfying the minimum service period and service fulfilment requirements, the Company has an annual revision of compensation in the form of increment based on your on the job performance rating and role.

2.4. All benefits as mentioned in the employee handbook will be deemed to be part of your total compensation.

3. **Hours of Work**

Your official hours of work will be as defined by the project you are assigned to. You may be required to work different or additional hours or sometimes outside normal working hours if necessary for proper performance of your duties or if business requires it. You will not receive any additional payment for hours worked in excess of your normal hours of work.

4. **Location and Deputation**

It is the intention of the Company that your duties will be carried out primarily at the SEZ facility located at Ganga Building, Technopark Phase 3 - Special Economic Zone. However, your services may be transferred / assigned to any branch or working location of the Company. You may also be sent on deputation to projects undertaken by the company abroad either within the RM Group or other customers / clients. It will be obligatory on your part to go on such deputation.'

You will be required to sign an overseas travel agreement specifying the minimum duration that you are expected to stay in employment with the Company, as a consequence of you being sent overseas.

5. **Leave**

You will be eligible for leave as per company policy. You are expected to follow the leave procedures and norms to avail the same.

6. **Confidentiality**

You are expected to sign the 'Non-Disclosure Agreement' (NDA) and 'Intellectual Property Rights' document as part of the confidentiality agreement with the company.

7. Notice of Termination

7.1 Your employment contract can be terminated either by the Company or by yourself by giving three months written notice. If the Company terminates the contract and wants you to leave before the notice period, the basic salary for the balance period will be paid to you by the Company. If at your request, the Company agrees to relieve you earlier, you will be liable to pay the Company the basic salary plus applicable taxes for the balance of the notice period.

7.2 Nothing in these terms and conditions of employment shall prevent the Company from terminating your employment without notice or salary in lieu of notice in appropriate circumstances including without limitation in the event of gross misconduct.

7.3 Immediately upon termination of this agreement all confidential or sensitive business correspondence, documentation or information must be returned to the Company and, for the avoidance of doubt, no express written request from the Company to this effect is necessary.

8. Employment Policies

You are required to adhere to all company policies as outlined in the Employee Handbook from time to time. Any deviation can lead to disciplinary action including possible termination of employment.

9. Anti-bribery policy

The company operates an anti-bribery policy, which you must familiarize yourself with. You should not bribe anybody, anytime for any reason. Equally, you should not accept bribes from anyone, at any time for any reason. If you are aware of inappropriate activity which substitute's bribery, it is your duty to report any such incident.

Failure to comply with this policy will result in disciplinary action. Further information can be obtained from the Human Resource Department of RM ESI.

10. Usage of personal handheld devices

Corporate credentials should not be used with personal handheld devices to access company related information or the internet facility provided. Such devices are not to be connected to the corporate network. Failure to comply with this and other information security policies will result in disciplinary action as appropriate. Further information can be obtained from the Human Resource Department of RM ESI.

11. Other Employment

You may not, without the prior written consent of the Company, engage, whether directly or indirectly, in any form of business or employment, other than your employment with the Company, whether inside or outside your normal hours of work. You must also devote the whole of your time, attention and abilities during normal working hours to your duties for the Company.

12. Changes to your Terms of Employment

The Company reserves the right to make changes to any of your terms and conditions of employment.

I hereby accept the Terms and Conditions of Employment as set out above.

Date :.....

Signature :.....

Signed by :.....



HR/SO00022661-1-1-1/267626
June 16, 2018

Shintu Abraham
Kottayam

Sub: Letter of Offer

Dear Shintu,

This has reference to your discussion with our Senior Managers. We are pleased to appoint you as **Assoc. Software Developer, A1** for a fixed period of **12** months on a salary of Rs. **250,000.00** (Rupees **Two Lakh Fifty Thousand**) per annum. Your date of joining in US Technology International Pvt.Ltd (UST Global) will be **June 26, 2018** and work location is **Bangalore - UST Office**.

1. Be it clearly understood and agree that the vacancy for the particular assignment has arisen due to unusual pressure of seasonal work and as such your placement is being made on contractual basis for a fixed period as stated above in accordance with the policies of this organization. Your contract will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the management. Since your assignment is being made for a specified period, you will neither have any right nor a lien on the job held by you. Also you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise. Except one month's notice or salary in lieu of one month's notice no compensation or remaining wages for unexpired period of contractual and fixed period of appointment will be payable by the management if your services are terminated before the aforesaid specified and fixed period of your service. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company in lieu of the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company.
2. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time. As an employee of this company, you will maintain a high standard of loyalty, efficiency, integrity and will liaise with employee in the organization.
3. The management will be within its rights to transfer you for work or loan your services to any other unit/division/department where the company has an office or branch or unit or site for work either at present or may have at any time in future.
4. You will devote your whole time and attention to the interest of the company and will not engage yourself in any other work either paid or in honorary capacity.
5. Your appointment is being made on the basis of your particulars such as qualifications etc. as given by you in your application for employment and in case any information as given by you is found false or incorrect, your appointment will be deemed void abinitio and liable for termination without any notice or salary in lieu of notice.
6. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication to you. Every communication addressed to you at the given address shall be deemed to have been served upon you.
7. You will be bound by the organization's policies, rules, regulations and office orders in force and framed by the company from time to time in relation to your service conditions, which will form part of your terms of fixed term employment.
8. In case there is any change in your residential address, you will intimate the same in writing to the Personnel Department/Manager within three days from the date of such change and get such change of address recorded.

Yours Sincerely
For US Technology International Private Ltd.

Vinesh George
Sr. Manager HR

DECLARATION BY THE EMPLOYEE

I accept the offer and the terms and conditions mentioned in the aforesaid letter.

Signature of the Employee



Annexure 1 (A)

Name: Shintu Abraham,
Designated as: "Assoc. Software Developer"

Components	Monthly Salary	Annual
Basic Salary	6,250.00	75,000.00
House Rent Allowance*	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Bonus Ex-Gratia	1,250.00	15,000.00
Other Allowance	9,570.83	114,850.00
Employer Contribution to PF***	750.00	9,000.00
Gratuity	312.50	3,750.00
Variable Pay		0.00
Cost to the Company (CTC)		250,000.00

*Please note that the HRA component in your salary structure is split into two parts: HRA which is 40% of Basic Salary (for all locations) and Additional HRA which is 10% of Basic Salary for Metro locations and 0% for Non-Metro locations. As per the current HRA Policy National Capital Region (NCR) and Delhi are classified as Metro, while all other locations in India are classified as Non-Metro.

*** Eligibility for earning the Employer's contribution to Provident Fund is governed strictly as per the rules under The Employees' Provident Fund & Miscellaneous Provisions Act, 1952.

Offer electronically accepted by: Abraham, Shintu
Offer electronically accepted on: Jun 18, 2018 6:46 PM
Offer electronically accepted from: 42.107.201.173



HR/SO00022661-1-1-1/281703
June 16, 2018

Sreekumar P S
Alappuzha

Sub: Letter of Offer

Dear Sreekumar,

This has reference to your discussion with our Senior Managers. We are pleased to appoint you as **Assoc. Software Developer, A1** for a fixed period of **12** months on a salary of Rs. **250,000.00** (Rupees **Two Lakh Fifty Thousand**) per annum. Your date of joining in US Technology International Pvt.Ltd (UST Global) will be **June 26, 2018** and work location is **Bangalore - UST Office**.

1. Be it clearly understood and agree that the vacancy for the particular assignment has arisen due to unusual pressure of seasonal work and as such your placement is being made on contractual basis for a fixed period as stated above in accordance with the policies of this organization. Your contract will automatically come to an end on the expiry of the specified period and no notice pay or retrenchment compensation will be payable to you by the management. Since your assignment is being made for a specified period, you will neither have any right nor a lien on the job held by you.

Also you will not claim regular employment even if there is such a vacancy for the post held by you or otherwise.

Except one month's notice or salary in lieu of one month's notice no compensation or remaining wages for unexpired period of contractual and fixed period of appointment will be payable by the management if your services are terminated before the aforesaid specified and fixed period of your service. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company in lieu of the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company.

2. Your duties will include for efficient, satisfactory and economical operation in the area of responsibility that may be assigned to you from time to time. As an employee of this company, you will maintain a high standard of loyalty, efficiency, integrity and will liaise with employee in the organization.

3. The management will be within its rights to transfer you for work or loan your services to any other unit/division/department where the company has an office or branch or unit or site for work either at present or may have at any time in future.

4. You will devote your whole time and attention to the interest of the company and will not engage yourself in any other work either paid or in honorary capacity.

5. Your appointment is being made on the basis of your particulars such as qualifications etc. as given by you in your application for employment and in case any information as given by you is found false or incorrect, your appointment will be deemed void abinitio and liable for termination without any notice or salary in lieu of notice.

6. Your address as indicated in your application for appointment shall be deemed to be correct for sending any communication to you. Every communication addressed to you at the given address shall be deemed to have been served upon you.

7. You will be bound by the organization's policies, rules, regulations and office orders in force and framed by the company from time to time in relation to your service conditions, which will form part of your terms of fixed term employment.

8. In case there is any change in your residential address, you will intimate the same in writing to the Personnel

Department/Manager within three days from the date of such change and get such change of address recorded.

Yours Sincerely
For US Technology International Private Ltd.



Vinesh George
Sr. Manager HR

DECLARATION BY THE EMPLOYEE

I accept the offer and the terms and conditions mentioned in the aforesaid letter.

Signature of the Employee



Annexure 1 (A)

Name: Sreekumar P S,
Designated as: "Assoc. Software Developer"

Components	Monthly Salary	Annual
Basic Salary	6,250.00	75,000.00
House Rent Allowance*	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Bonus Ex-Gratia	1,250.00	15,000.00
Other Allowance	9,570.83	114,850.00
Employer Contribution to PF***	750.00	9,000.00
Gratuity	312.50	3,750.00
Variable Pay		0.00
Cost to the Company (CTC)		250,000.00

*Please note that the HRA component in your salary structure is split into two parts: HRA which is 40% of Basic Salary (for all locations) and Additional HRA which is 10% of Basic Salary for Metro locations and 0% for Non-Metro locations. As per the current HRA Policy National Capital Region (NCR) and Delhi are classified as Metro, while all other locations in India are classified as Non-Metro.

*** Eligibility for earning the Employer's contribution to Provident Fund is governed strictly as per the rules under The Employees' Provident Fund & Miscellaneous Provisions Act, 1952.

Offer electronically accepted by: P S, Sreekumar
Offer electronically accepted on: Jun 18, 2018 6:20 PM
Offer electronically accepted from: 137.97.69.247

OFFER LETTER

Date: 29th May 2018

Mr./Ms. Vishnu Krishnan,

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of **"Trainee – Sales"** on following terms and conditions:

Offer Details:

Designation: Trainee - Sales
Department: Business Development – Sales
Role Location: Kottayam
Employment Type: Trainee
CTC per Annum:
• Fixed Compensation: INR 700000 /-
• Variable Compensation: INR 300000 /-

Reporting Details:


Reporting Location: BYJU'S (Think & Learn Pvt Ltd),6th Floor, Tower D,IBC Knowledge Park, Dairy circle, Bannerghatta Main Road, Bangalore- 560029.
Reporting Time: 08.30 AM
Date of Joining: 11th Jun 2018

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- a) Provident Fund
- b) Income tax deducted at source at the rates applicable
- c) Employment/Professional taxes
- d) Dues to company including loans and advances
- e) Or any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

- a) You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
- b) You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
- c) You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

Please accept this offer by clicking  button in your portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same.

You are requested to join the services of the Company not later than **11th Jun 2018**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,
Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company.

All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Annexure B

- a) 12th Mark sheet
- b) 10th Mark sheet
- c) Graduation/Post Graduation Mark sheet–All semester mark sheet
- d) Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
- e) Resume
- f) BYJU'S Offer Letter
- g) Pan Card
- h) Aadhaar Card
- i) Voter ID/Passport/Driving License
- j) Cancelled Cheque/Bank Statement/Bank Passbook
- k) Passport Size Photograph
- l) All current & previous companies relieving/experience letter(Only for experienced candidate)
- m) Current/Last company's last three months' payslip(Only for experienced candidate)

Training Details

Training period will be of 15 to 25 days, from your date of joining, in Bangalore. Post that you will be relocated to your '**Role Location**'(as mentioned above).

Signature:

27-Apr-2018

Dear Vyshnav B S,
B.Tech/B.E., Computer Science & Engineering
Mangalam College of Engineering



Candidate ID – 10707778

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu
Global Head-Talent Acquisition

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

Signature :

Date:

Annexure A

Name: Vyshnav B S **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8,675	104,100
2	HRA @60% of basic*	5,205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1,250	15,000
5	Company's contribution of PF #	1,041	12,492
6	Advance Statutory Bonus***	2,000	24,000
7	Special Allowance*	5,779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

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

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

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

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

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

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

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



Manu Sajeevan
S/O K M Sajeevan
Kattampillil House, Kolani PO
Nadukkandam, Thodupuzha
Kerala - 685608

16-August-2018

Dear Manu,

CONTRACT OF EMPLOYMENT

Following your interviews, we are pleased to offer you a position of **Implementation Engineer** at **Six Dee Telecom Solutions Private Limited** (the "Company") (your employer), Head Quartered at New Delhi.

This letter sets out the main terms and conditions of your employment.

Main Terms and Conditions of Your Employment

Commencement Date

We would like you to start work as soon as you are free to do so. Please contact **Ms. Dipti Yadav** on your start date.

Your first day of work with us will be the "Commencement Date" of your employment.

Duties

You must provide your services exclusively to the Company.

You will promote and expand the business of the Company.

You are required to be flexible and to undertake all duties normally and reasonably associated with your role. We may require you to undertake reasonable alternative duties in addition to, or instead of your normal duties.

You are expected to comply with all the Company's rules, policies and procedures from time to time in force.

You are always required to give a minimum of twelve week's written notice to the company for your termination of employment with the company.

Six DEE Telecom Solutions Private Limited
#26, J. P. Nagar 3rd Phase, Bannerghatta Road, Bengaluru – 560 076
Tel: +91 80 4048 5959, 4131 1200 / 300
www.6dtech.co.in



Probationary Period

The first **6 months** of your employment will be a probationary period. During this period you are not eligible for Earned Leave (EL). The Company may extend your probationary period if so deemed necessary by the Company. The Company will confirm to you in writing your permanent position upon the satisfactory completion of your probationary period, or any extension of it. If you successfully complete the probationary period, either initial or extended as the case may be, the Company may in its sole discretion confirm your services. You will be deemed to be on probation until you receive the letter of confirmation in writing from the Company.

Your salary will be revised in **October 2019/April 2020(depending on date of joining)** or as per the annual Company appraisal cycle, and will depend on your performance. The normal company appraisal process shall be followed for the performance appraisal.

Gross Salary

Your annual gross salary will be **Rs 2,75,000/-** per annum, less normal statutory deductions.

Business Expenses

You will be entitled to be reimbursed for all expenses reasonably and properly incurred by you in carrying out your duties subject to normal verification and to complying with such policies as the Company may from time to time have regarding such expenses.

Deductions

You agree that the Company may during your employment, or on termination for whatever reason, deduct from your remuneration any monies due from you to the Company including but not limited to:

- Any overpayment of salary or expenses or payment made to you by mistake or misrepresentation; and/or
- Any outstanding loans or advances made to you by the Company; and/or
- Any debt owed by you to the Company and/or
- Any other deductions permitted under applicable law.

Place of Work

Your place of work is the Company's premises at **Bangalore**. The Company may reasonably require you to work at any other department/premises of the Company whether existing or which may be set up in

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the future. In the performance of your duties for the Company, you may reasonably be required to travel, or require you to work throughout and outside India at client/ partner location of the Company.

Termination

The Company may terminate your employment with the Company by giving you **two weeks'** written notice of termination if you are still in the probationary period or **twelve weeks'** written notice of termination in case of permanent employment, or salary in lieu thereof.

The Company will not be liable to pay the notice pay if you resign from its services and request that you be relieved with immediate effect. Your resignation will become effective and final notwithstanding the fact that the communication of acceptance does not reach you. However, in case any disciplinary proceedings are either contemplated or pending against you, the Company will have the right not to accept your resignation.

The Company reserves the right to terminate your employment without notice, or pay in lieu of notice where you are found to have committed an act of gross misconduct.

Your employment with the Company will terminate automatically without any further notice at the Company's normal retirement age, which is after completing 60 years.

On termination of your employment, you will immediately deliver to the Company all equipment, software, original and copies of documentation (including documentation stored in electronic format) and any other property belonging to the Company, which is in your possession, or under your control.

In the event, if you are absent from work for 24 hours or more, then you are forthwith required to notify company about your absence along with reasons for the absence from work. However, if you are absent from work for a period of five (5) consecutive working days without providing any notice or affording any reasons or without taking company's prior approval in this regard, Company shall be entitled to forthwith terminate your employment if you fail to respond to the notices sent by the Company or incurring any obligation or liability to pay any amount or dues to you. This shall not restrict company from claiming legal remedies available to it under ordinary legal recourse. Company shall be entitled to recover any additional damages from you in a manner that company may determine suitable in this regard.

Any dispute, controversy or claim arising out or relating to this Agreement or the breach, termination or validity thereof shall, if not settled amicably between the Parties, be exclusively and finally settled in accordance with the Arbitration Rules of the Indian laws by one or more arbitrators appointed in accordance with the said Rules. The place of arbitration shall be Bangalore, India and the language of the arbitration proceedings shall be English. Each party shall be liable to bear their own legal and other expenses arising for such arbitration.



Intellectual Property Rights

All Intellectual Property Rights and goodwill generated as a result of your employment with the Company shall be for the benefit of and belong to the Company.

You assign all intellectual property rights of whatever nature, that may arise under or in connection with the services you provide whilst in employment to the Company.

Personal Data

The Company holds and will hold certain personal information about you as part of its general employee records. Its records may include, but shall not be limited to, your name, address, professional qualifications and experiences, performance appraisals, disciplinary details, remuneration details and details of any phantom shares holdings you may have in the Company.

The Company holds such personal data to use for a variety of personnel, administration, employee, work and general business purposes.

Your personal data is held on a confidential basis and access is granted to those persons who may use such data for the purposes set out above.

You will be required by the Company to update your personal data from time to time.

Amendments

Subject to applicable laws, the Company reserves the right to amend its terms and conditions of employment and policies from time to time. Such amendments will be confirmed to you.

You should retain a copy of this letter for your own records and sign and return one copy to the Company.

We look forward to you joining us.

Kind regards,
Yours sincerely,

Dipti Yadav
Assistant Manager- Human Resources
For and on behalf of
Six Dee Telecom Solutions Private Limited

Six DEE Telecom Solutions Private Limited
#26, J. P. Nagar 3rd Phase, Bannerghatta Road, Bengaluru – 560 076
Tel: +91 80 4048 5959, 4131 1200 / 300
www.6dtech.co.in



To: Dipti Yadav
Assistant Manager- Human Resources
Six Dee Telecom Solutions Private Limited

I have read, understood and agree to the contents of this letter that represents the terms and conditions of my employment with the Company.

Signed:

Date:

[Manu Sajeevan]

**Fwd: Congratulations! Your offer letter-Aricent Technologies Ltd.**

1 message

Syamamol T <syamamol.t@mangalam.in>
To: Sruthy Emmanuel <sruthy.emmanuel@mangalam.in>

Tue, Apr 5, 2022 at 7:43 AM

----- Forwarded message -----

From: **Philip Varghese** <philipvarghese1795@gmail.com>
Date: Tue, 5 Apr 2022, 7:40 am
Subject: Fwd: Congratulations! Your offer letter-Aricent Technologies Ltd.
To: Syamamol T <syamamol.t@mangalam.in>

----- Forwarded message -----

From: **Hari Nandan Sharma** <hari.sharma@aricent.com>
Date: Sat, 2 Dec, 2017, 1:30 pm
Subject: Congratulations! Your offer letter-Aricent Technologies Ltd.
To: philipvarghese1795@gmail.com <philipvarghese1795@gmail.com>

Dear Philip Varghese,

Congratulations! We are pleased to inform that you have successfully completed the selection process conducted by **Aricent Technologies (Holdings) Limited (the Company)**, for hiring at **grade E2**. This Letter is to confirm that we intend to offer you employment at this grade on the following terms:

The value of your annualized Total Compensation (TC)⁽¹⁾ will be **INR 350008/-**

Following is the breakup of your TC:

All amounts in INR

	Per Month	Per Year
Basic Salary	10050	
Flexible Benefit Plan ⁽²⁾	14632	
Provident Fund (Company's Contribution) ⁽³⁾		14472
Gratuity⁽⁴⁾		6852
Accident and Medical Insurance ⁽⁵⁾		4500
Company Incentive Plan ⁽⁶⁾(CIP)		28000

(1) Subject to deduction of contributions, charges and taxes at source as per the Laws/ Acts of Government of India, as may be applicable from time to time.

(2) Basket of Allowances. It will be as per the policy on Flexible Benefit Plan (FBP) and limits applicable to you.

(3) Equal amount will be deducted from the employee's monthly salary as per the Employee's Provident Funds and Miscellaneous Provisions Act, 1952.

(4) As per the Payment of Gratuity Act, 1972

(5) A comprehensive Group Insurance Plan has been taken to cover you under Medical, Personal Accident and Life Insurance programs. The Insurance Premium amount specified is indicative only and change from time to time. This amount varies with the change in actual insurance cost (which is market driven) and may change.

(6) Actual earnings/ payout is discretionary and will be governed by the policy on Company Incentive Plan (CIP).

As informed to you during selection process that in lieu of various training to be provided by the Company upon your joining, you agree that you will continue to be in the employment of the Company for atleast 21 (twenty-one) months from the date of joining the Company at grade E2; and

You shall bind yourself to reimburse Aricent with an amount of INR 75,000 in case, you resigns from services or your services are terminated by the Company for acts of misconduct, within the duration of 21 (twenty-one) months from the date of joining the Company at grade E2. Note: The total amount of INR 75,000 will be prorated on quarterly basis in 7 quarters.

Your appointment is subject to the satisfactory verification of the documents and details mentioned in your application form and / or any information furnished at the time of interview, in addition to the fulfilment of the eligibility criteria.

We look forward to having a long and fruitful relationship with you at Aricent, wish you all the best!


Regards,

Hari Nandan Sharma

Talent Acquisition

hari.sharma@aricent.com | Office: +91 124 4095888 |

Aricent | Tower-5, Unitech Infospace, SEZ, Tikri, Sohna Road, Sector. 48,Gurgaon-122001 | www.aricent.com

cid:image001.jpg@01D1FA56.3C41ED20

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2 attachments


Engineering the Future



image001.jpg
6K


Engineering the Future



image001.jpg
6K



WELCOME TO WIPRO

21 Mar, 2019

Dear **Geethanjali Ninan**,

Welcome to Wipro Limited! Congratulations on joining us as **Analyst**

For us at Wipro, success is the outcome of choice and expectations, more than a matter of circumstances, and we are delighted that you have chosen us.

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

The induction session would begin at 8:30 a.m. at:

**Wipro Ltd
No 72, Keonics Electronic City Phase 1
Hosur Road
Gate No. 1, Tower 1, Ground Floor, A-Wing
Bangalore - 560100**

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

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

Best regards,
For Wipro Limited,

A handwritten signature in blue ink that reads "Nandini". The signature is written in a cursive style and is positioned above a horizontal line that extends to the right.

Nandini Shaktawat
Head - Talent Acquisition – Cloud And Infrastructure Services

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

In case you need any clarifications regarding your job, salary, or any policy, please contact **Anesha Caliankara Tony**
At **Anesha.tony@wipro.com**

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



Your First Day at Wipro

Time : 8.30 A.m.

Location : Bangalore

Monday and Thursday Joining

Wipro Ltd

No 72, Keonics Electronic City Phase 1

Hosur Road

Gate No. 1, Tower 1, Ground Floor, A-Wing

Bangalore - 560100

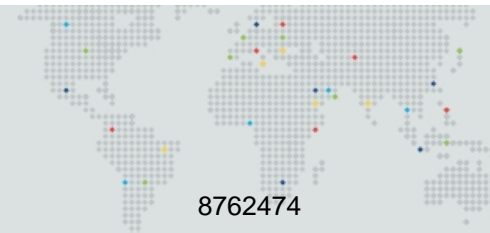
Contact Person: **Arun Peter, Bhargavi M**

Candidates who are not based in **Bangalore** are advised to reach **Bangalore** a day earlier.

See you at the induction session!

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APPOINTMENT LETTER

21 Mar, 2019

Ms. Geethanjali Ninan

Karakkattu Peedikayil House Mallappally East
P.O Mallappally
Pathanamthitta
689584

Dear Geethanjali Ninan,

It is our pleasure to appoint you as **Analyst** in Wipro Limited at **Bangalore** in **Project Stream** Or in any such capacity as the management shall from time to time determine. Please note that the employment terms contained in this letter are subject to the Company policy.

1.APPOINTMENT

- a. Your date of appointment is effective from the date of joining which is **15 Apr, 2019** unless otherwise communicated in writing by the company.
- b. You will be on probation for a period of six (6) months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed and communicated to you in writing if the Company finds you to be suitable for the appointed post. Unless confirmation is communicated in writing, your probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You will be liable to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or its subsidiary, associate or affiliate Company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
- e. We provide support to our global customers from various locations in India to suit customers' needs on a 24x7 basis. You may be required to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in view business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the university/ institution for award of the degree/ diploma and the requirements, including aggregate, specified by Wipro for your role.
- g. Kindly ensure you submit the second copy of the appointment letter signed by you on the day of reporting for work.

2.COMPENSATION

You will be eligible to receive the following:

- a. Basic salary of Rs. **7,334** per **Month**.
- b. Variable pay of Rs. **917** the details of the current program are attached in the Annexure-II.

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Sensitivity: Internal & Restricted
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- c. Additional Allowance of Rs. **0** per **Month**.
- d. You will be entitled to other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time.
- e. Your salary will be reviewed periodically as per Wipro policy.
- f. Changes in your compensation are subject to the discretion of Wipro and will be based on your effective performance and results during your employment and other relevant criteria.

3. OTHER BENEFITS

You will be entitled to the following:

- a. Leave, holidays and working hours as applicable to your category of employees and location of posting.
- b. Perquisites, if any, as applicable to your category of employees and/or based on functional requirements as determined by Wipro.
- c. Participation in the Company Provident Fund Scheme as per the rules and policies applicable to your category of employees.
- d. Leave Travel Assistance as per the policy of Wipro.
- e. You will be eligible to participate in Wipro's Medical Assistance program and Contributory Mediclaim Insurance for your category of employees.
- f. Employee Benefits Program sponsored and administered by Wipro for management employees, comprising pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

4. RESPONSIBILITIES

- a. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. In this connection, you are required not to engage in activities that have or will have an adverse impact on the reputation and business of Wipro, whether directly or indirectly.
- b. You may be required to undertake travel on Company work for which you will be reimbursed travel expenses as per the Wipro policy applicable to you.
- c. We at Wipro are committed to ensure 'Integrity' in all aspects of its functioning. You are expected to comply with the policies of Wipro including the Code of Business Conduct as they form an integral part of the terms of employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These policies are updated/modified on a periodic basis and new policies may be introduced and notified to employees from time to time whereupon you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head.

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5. CONFLICT OF INTEREST

- a. You are required to engage yourself exclusively in the work assigned by Wipro and shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with Wipro (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.
 - ii. Any customer or vendor of Wipro to move his existing business with Wipro to a third party or to terminate his business relationship with Wipro.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your BusinessUnit Head, to understand Wipro's position on this and resolve the conflict.

6. CONFIDENTIALITY

- a. In consideration of the opportunities, training and access to new techniques and know how that will be made available to you, you are required to comply with the Confidentiality Policy of Wipro. Therefore, please ensure that you maintain all Confidential Information (as defined from time to time in the Confidentiality Policy of the Company) as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro in the course of your employment. This covenant shall endure during your employment and also after cessation of your employment with Wipro (irrespective of the circumstances of, or the reasons for, cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality, and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Wipro.

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7. ASSIGNMENT OF INTELLECTUAL PROPERTY

In connection with your employment and during the term of your employment upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours) that are related to the company's business or that results from work that you perform for the company or using the company's equipment, supplies and facilities, and shall comply with the policies of Wipro in relation to Intellectual Property.

8. NON-COMPETE

In the course of your employment with Wipro you will be providing services to customers or clients of Wipro during which process you would be handling sensitive information including but not limited to information of key customers of Wipro, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to Wipro and its protection is of utmost importance to Wipro. You confirm that for a period of six (6) months after separation of your employment from Wipro (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing Wipro during the six (6) months preceding the date of separation.

9. GENERAL

- a. We trust that you have not provided us with any false declaration or willfully suppressed any material information. If you have, you will be liable to be removed from service without any prior notice. Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this Agreement.
- b. Your employment terms may be specifically enforced legally, if required. In this connection, if any of the provisions of this Agreement are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this Agreement shall continue in full force and effect.
- c. These employment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.
- d. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing the services required under this agreement. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- e. During the period of employment you are required to comply with all Wipro policies. These policies are updated/modified on a periodic basis and new policies may be introduced and notified to employees from time to time.

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10. NOTICE PERIOD

This contract of employment is terminable, without reasons, by either party giving one month's prior written notice during probationary period and three month's prior written notice on confirmation of employment. Wipro reserves the right to pay or recover salary in lieu of notice period. Further, Wipro may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the management desires the employee to continue the employment during the notice period, the employee shall do so.

11. ON SEPARATION

On acceptance of separation notice, you will immediately give up to the company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or shall not make or retain any copies of these items.

Please confirm that the above mentioned terms and conditions are acceptable to you and that you accept the appointment by submitting the signed copy of this letter of appointment with your original signature on the date of joining.

Best regards,
For Wipro Limited,

Nandini Shaktawat
Head - Talent Acquisition – Cloud And Infrastructure Services

I have read, understood and agree to accept the employment on the terms and conditions herein. I shall be reporting for duty on ___/___/_____

Name:

Signature:

Date: ___/___/_____

Place:

Registered Office:

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Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





SALARY OFFER.

Name	Geethanjali Ninan	Location	Bangalore
Position	Analyst	Career Group	GROUP A3
Career Stream	Project Stream	Education	BTech

Relevant Experience Considered by Wipro: **0** Years **06** Months

Monthly Gross Salary Offered by Wipro: Rs **18,335**

Components	Figures(in INR per Month)
BASIC	7,334
HOUSE RENT ALLOWANCE	3,667
COMMUTATION ALLOWANCE	0
FIXED BONUS	1,467
WIPRO BENEFITS PLAN	2,949
ADDITIONAL ALLOWANCE	0
PROVIDENT FUND (EMPLOYER CONTRIBUTION)	880
GRATUITY	389
ESI (EMPLOYER CONTRIBUTION)	732
VARIABLE PAY	917
TARGET COST TO COMPANY (TCTC)	18,335
TCTC (PER ANNUM)	220,020

*Notional sum indicating contribution of 5.31% of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

*Please note that your compensation is personal to you and you are requested not to share details of the same with others.

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ADDITIONAL INFORMATION ON THE SALARY OFFER

Applicable limits for Career GROUP A3:

Basic, Additional Allowance and Bonus:

These are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable food coupons, use of Wipro Bus can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges.

Following are your WBP Entitlements:

A. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered
For IT exemption is Rs. 50,000

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B. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile), and towards broadband/modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exemption up to Rs.19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

C. Non-transferable Food Coupons:

An Amount of Rs. 2,750 per month towards purchase of Non-Transferable food coupons is eligible for IT exemption under WBP.

D. Education Allowance:

An Amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

E. New Pension System:

You can contribute between 5% up to 10% of your Basic towards NPS and claim it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. 12% of your Basic towards Provident Fund.
- b. Notional sum indicating contribution of 5.31% of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

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ANNEXURE-I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealing with the suppliers, customers and all other organizations or individuals doing or seeking to do business with Wipro. Noted below are a few examples of 'conflict of interest':

1. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises securities in widely held corporations which are quoted and sold on open market or the interest is not material.
2. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become the contractor, supplier or customer, except with the knowledge and consent of top management.
3. For an employee to serve as an officer, director or in any other management capacity or as consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
4. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
5. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services, excessive entertainment and travel or gifts of more than nominal value from any individual or organization, doing or seeking to do business with the company.

I have read and understood the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will inform top management.

Name:

Date:

Signature:

Registered Office:

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Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities. As an employee of Wipro you are considered as an Insider and accordingly advised as below:

1. **Trading when in possession of UPSI:** Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.
2. **Communication or procurement of Unpublished Price Sensitive Information (UPSI):** Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need-to-know basis. Employees are strictly prohibited from the following:
 - a) Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
 - b) Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
 - c) Unauthorized disclosure or communication of UPSI.
 - d) Procuring any UPSI from others
3. **Individual and Personal Responsibility:** As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. **Disclosure requirements:** Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees.

For more details on procedures and guidelines, employees are requested to refer Wipro's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

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SUMMARY - SOCIAL SECURITY & OTHER BENEFITS*

MEDICAL

1. Medical Assistance Program (MAS): This is a medical scheme covering you, your spouse and your children to the extent of Rs per annum. This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI). This limit will be prorated based on your joining and exiting Months.

The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: A floater coverage of Rs. **2,00,000** per annum for family (self, spouse & children) towards hospitalization. A nominal deduction per month as mentioned below is made towards contribution for the Mediclaim benefit. 10% of the claim amount has to be Borne by the employee.

However, this does not apply if the hospitalization is in a Preferred Med assist Network hospital.

- * Rs. 250 - Contribution in case of single individual
- * Rs. 530 - Contribution in case you are married

If the employee wishes to enhance the coverage, Top up cover option is also available for a highly negotiated premium. More details on the policy are available on My Policies Section in [myWipro](#) which is accessible on joining.

3. Health check: Any employee who is 40 years and above can avail the health check benefit once every year.

Gratuity Benefit: Up to Rs. **20,00,000**

This provides you a lump sum benefit upon separation after completion of 5 years of service or on retirement or when deceased. Your gratuity is computed as: Last drawn Basic Salary * No. of years served * 15/26.

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Survivor Benefit Pension Program:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific pre-defined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

Voluntary Superannuation Scheme (VSS):

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company. We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC and ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has a Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite and transparent fund management.

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The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window is open from the 1st to 18th of every month.

The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs. 1,50,000 per annum, member employee will have an option to restrict the contribution to Rs. 1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs 1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

Your Life and Accident Cover:

G. Group Life Insurance Program + EDLI: Rs. 14,00,000

In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under term life policy plus EDLI (Employee Depository Linked Insurance) of provident fund. You also have an option to increase your Group Life Insurance cover for a nominal and highly negotiated premium.

H. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000

Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Even on temporary disability due to accident you get compensated for loss of wages on account of leave due to accident of up to Rs.10, 000 per week. In case of Death due to accident, your total cover would be **26 Lacs (12 Lacs + 14 Lacs Group Life Ins.)**. You also have an option to increase your Group Personal Accident Insurance cover for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in [myWipro](#) which is accessible on joining. You can access through [myWipro](#) > My Policies > My Financials.

The policies mentioned here are policies of the Company as on date, and this is subject to change in future as per policies of the Company from time to time.

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ANNEXURE – II

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis.

It would be linked to individual, group/function and organization level achievement parameters. The Variable Pay payout amount is liable to vary as per the performance on the these parameters. The Variable Pay program may be changed/ altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

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ANNEXURE - III

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Geethanjali Ninan**, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- a. Validating my Curriculum Vitae and retaining records on the same for any future reference/verification
- b. Processing my job application including background verification checks
- c. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party. I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

Name: _____

Signature: _____

Date: ___/___/_____

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RELOCATION ENTITLEMENTS

An out station candidate selected and offered to join Wipro is entitled to the benefits specified in this policy on his/her joining the organization, only if the candidate is working at a location outside the location of posting.

ENTITLEMENTS UNDER THE POLICY

1.1. Travel Expenses

1.1.1. Travel expenses up to 2nd Class A/C or equivalent with family can be claimed.

1.1.2. If travel by rail/road is 14 hrs & above then Economy class Air travel with family can be claimed.

1.1.3. If the candidate is desirous of travelling to his/her residence from the place of work before joining us (if location of work of the previous organization is not the same as place of residence) travel expenses can be claimed up to a limit of travel from your work location of the previous organization to the location of posting in Wipro.

1.2. Boarding and Lodging

1.2.1. The candidate is eligible for lodging with family for a period of 7 days at the Wipro Guest House/ Approved Wipro Hotels/ Hotel of Candidates choice based up to a limit of Rs. 2000 per day for joining at the following locations: Mumbai/ Delhi/ Kolkata/ Bangalore/ Pune/ Hyderabad/ Chennai. And Rs. 1500 per day for joining at other locations.

1.2.2. The Candidate is also eligible for Food/ Intracity travel expenses up to a limit of Rs. 350 per person per day.

1.3. Reimbursement for Goods Movement

1.3.1. Packing and transportation costs as well as service vary between service providers. To smoothen the transfer process, Wipro has designated relocation service providers to facilitate the movement of personal household goods including vehicle movement. Candidates are advised to use the services of any one of these service providers only.

1.3.2. If a candidate uses a service provider other than the ones mentioned below reimbursement will not be made towards the goods movement expenses.

1.3.3. Reimbursement for goods transportation/packing/ unpacking/loading/unloading would be as per actuals.

1.3.4. Candidates can reach out to the service providers by using the below contact details. Reimbursement will be done at reasonable actuals subject to providing consignor copy/payment receipt.

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Service Provider	Contact Details
Royal International	Nalina: Ph-080- 9742212399, Email id – gijo@royalintl.in
	Anoop: Ph-080- 9739250709, Email id -anoop@royalintl.in
	Saneesh: Ph- 9320212399, Email id – saneesh@royalintl.in
PM relocation	Sandhya: Ph- 8197318855, Email id– salesblr@pmrelocations.com
	Himanshu: Ph- 9845288865, Email id- himanshu.m@pmrelo.com

1.4. All expenses will have to be cleared by you and then reimbursed by the Company on production of all original receipts/Bills, within 2 months of the date of joining.

1.5. The definition of a family for the purpose of this policy limits itself to the candidate, spouse and two dependent children.

1.6. Dependent parents/brothers/sisters are not included in the definition of a family.

1.7. The management reserves the right to make any changes to the policy at any time. In the event of an exceptional circumstance in a business situation, or when in doubt on the interpretation of the policy, the decision of TED Head and/or Head-Talent Acquisition would be final and binding.

1.8. In the event of resignation within 6 months from the date of joining, all payments processed under joining/ relocation entitlement shall be liable to be recovered.

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Date: 16-02-2018

Aathira Menon,
Panchami Edathanattu (H),
Kallooppara P.O.,
Thiruvalla, Pathanamthitta,
Kerala - 689583.
India

Sub: Appointment Letter

Dear Aathira,

We are pleased to offer you a position as **Trainee- Software Engineer** at **Armia Systems Pvt. Ltd**, on the terms and conditions as follows:

General terms and conditions of this offer:

1. Your joining date should not be later than **2nd July 2018** If for whatever reason, you are unable to meet this date, please contact the undersigned immediately.
2. Upon successful completion of the first six months period a separate confirmation letter will be issued to you.
3. The Company shall pay you **Rs.1,34,969/- as Annual CTC** (Rupees One Lakh Thirty-Four Thousand Nine Hundred Sixty-Nine) per annum during the first Six months.
4. After successful completion of six months, you will be promoted as **Software Engineer** and the Company shall pay you a **Rs.2,02, 214/- as Annual CTC** (Two Lakh Two Thousand Two Hundred Fourteen Only). The Company reserve the right to determine this increment and it will be purely based on your merit and your performance.
6. This offer is made for work at Kochi, Kerala. However, your services are liable to be transferred or assigned, to the Company's branch offices, or at customers' location or at partners' location anywhere in the world. Such transfers or assignments may occur at any time at the Company's discretion.





SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 16 Apr 2018 at 3:10pm

To shinor25@gmail.com

Dear Alen R george

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a **"Junior Software Engineer"** at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

As informed earlier, the training will commence by **1st week of June 2017**. We will inform you the exact date of joining and location in a few days' time. **Do revert on your confirmation so that we could plan accordingly.**

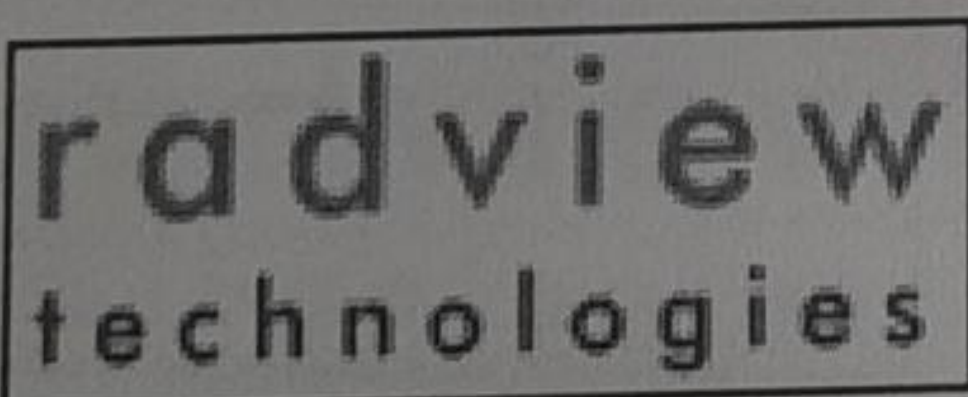
Meanwhile, do keep in touch and check out our website www.radview.in to know more about our company Do not hesitate to contact me in case you require any assistance.

Follow us on Facebook to get quick updates.

We look forward to welcome you to team and wishing you a great career through RADVIEW!!! Warm Regards,

Mohamed Sinaj

Managing Director



Trivandrum: T.C.27/1767,vanchiyoor , Trivandrum, Kerala, India.

Cochin: 1st Floor, Attaikulath Apts., Cheruparambath Road, Kadavanthra, Cochin, Kerala, India.

Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar, Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 16 Apr 2018 at 1:50pm

To unnikrishnanpr23@gmail.com

Dear Unnikrishnan P R

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a **"Junior Software Engineer"** at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

As informed earlier, the training will commence by **1st week of June 2017**. We will inform you the exact date of joining and location in a few days' time. **Do revert on your confirmation so that we could plan accordingly.**

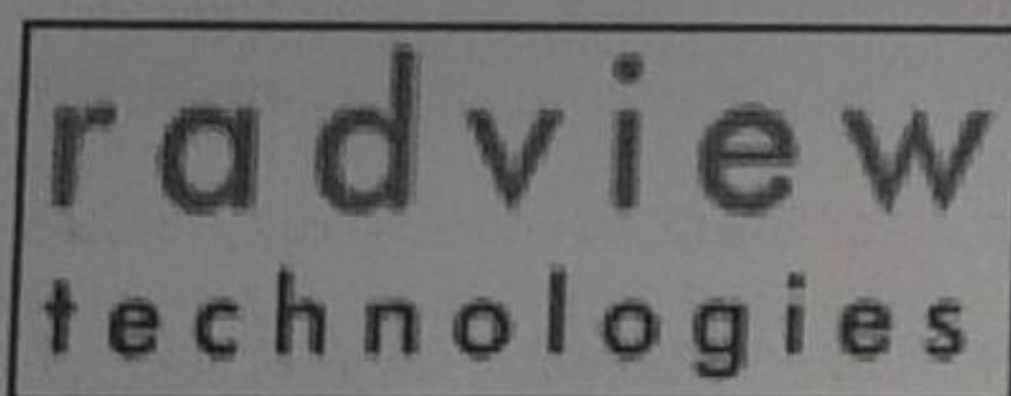
Meanwhile, do keep in touch and check out our website www.radview.in to know more about our company Do not hesitate to contact me in case you require any assistance.

Follow us on Facebook to get quick updates.

We look forward to welcome you to team and wishing you a great career through RADVIEW!!! Warm Regards,

Mohamed Sinaj

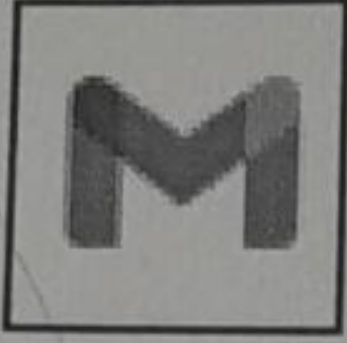
Managing Director



Trivandrum: T.C.27/1767,vanchiyoor , Trivandrum, Kerala, India.

Cochin: 1st Floor, Attaikulath Apts., Cheruparambath Road, Kadavanthra,Cochin, Kerala,India.

Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar,Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 12 Apr 2019 at 1:00pm

To anayadikrishna@gmail.com

Dear Ananthakrishanan G S

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a **"Junior Software Engineer"** at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

As informed earlier, the training will commence by **1st week of June 2017**. We will inform you the exact date of joining and location in a few days' time. **Do revert on your confirmation so that we could plan accordingly.**

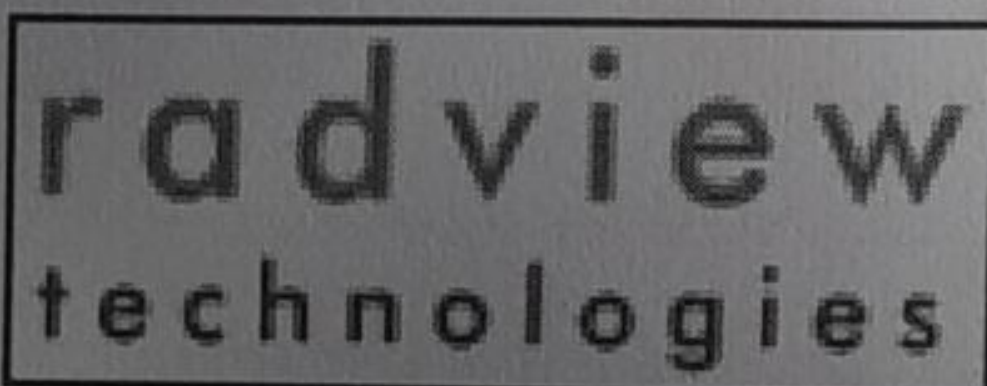
Meanwhile, do keep in touch and check out our website www.radview.in to know more about our company Do not hesitate to contact me in case you require any assistance.

Follow us on Facebook to get quick updates.

We look forward to welcome you to team and wishing you a great career through RADVIEW!!! Warm Regards,

Mohamed Sinaj

Managing Director



Trivandrum: T.C.27/1767,vanchiyoor , Trivandrum, Kerala, India.

Cochin: 1st Floor, Attaikulath Apts., Cheruparambath Road, Kadavanthra, Cochin, Kerala, India.

Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar, Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 16 Apr 2018 at 1:00pm

To jobiskj@gmail.com

Dear Jobin k jose

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a "Junior Software Engineer" at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

As informed earlier, the training will commence by 1st week of June 2017. We will inform you the exact date of joining and location in a few days' time. Do revert on your confirmation so that we could plan accordingly.

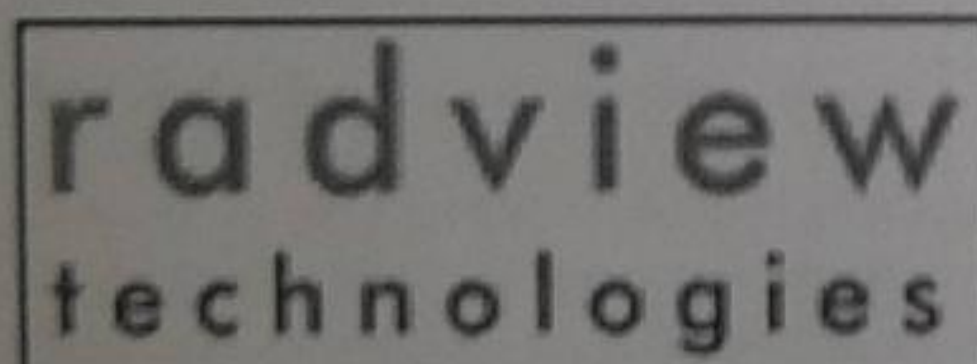
Meanwhile, do keep in touch and check out our website www.radview.in to know more about our company Do not hesitate to contact me in case you require any assistance.

Follow us on Facebook to get quick updates.

We look forward to welcome you to team and wishing you a great career through RADVIEW!!! Warm Regards,

Mohamed Sinaj

Managing Director



Trivandrum: T.C.27/1767,vanchiyoor , Trivandrum, Kerala, India.

Cochin: 1st Floor, Attaikulath Apts., Cheruparambath Road, Kadavanthra, Cochin, Kerala, India.

Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar, Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 16 Apr 2018 at 3:10pm

To akhilmvarghese52@gmail.com

Dear Akhil varghese

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a "Junior Software Engineer" at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

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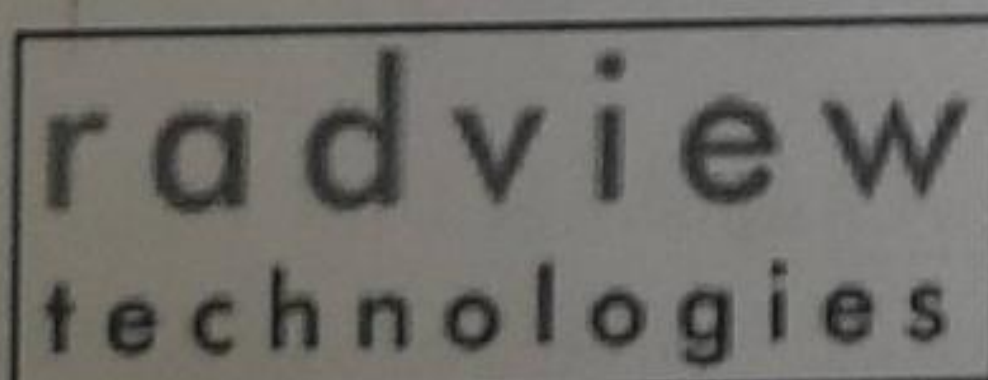
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Managing Director



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Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar,Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

MOHAMED SINAJ <sinaj@radview.in>

Wed, 15Apr 2018 at 2 pm

To; akash.suresh87@gmail.com

Dear AKASH SURESH

Greetings from RADVIEW TECHNOLOGIES

We are happy to announce that you have been selected as a **"Junior Software Engineer"** at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

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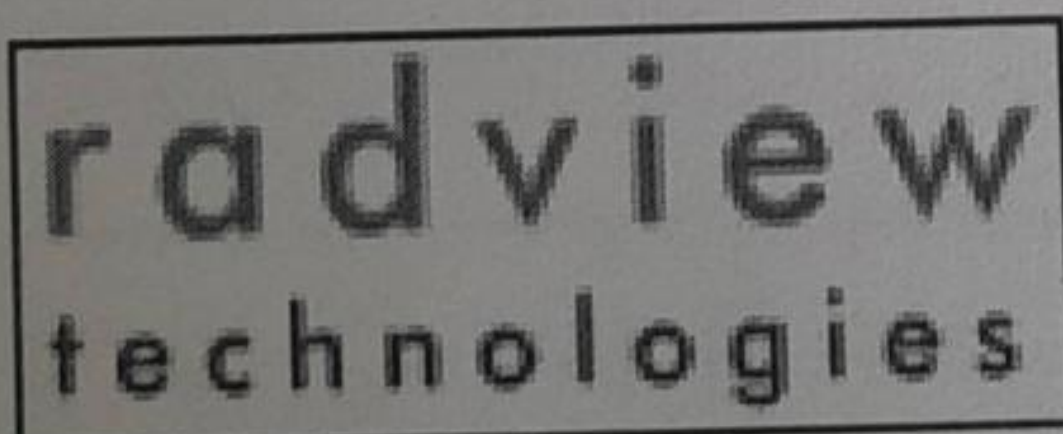
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Cochin: 1st Floor, Attaikulath Apts., Cheruparambath Road, Kadavanthra, Cochin, Kerala, India.

Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar, Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 16 Apr 2018 at 2:10pm

To micheljosephmathew@gmail.com

Dear Michel joseph mathew

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a **"Junior Software Engineer"** at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

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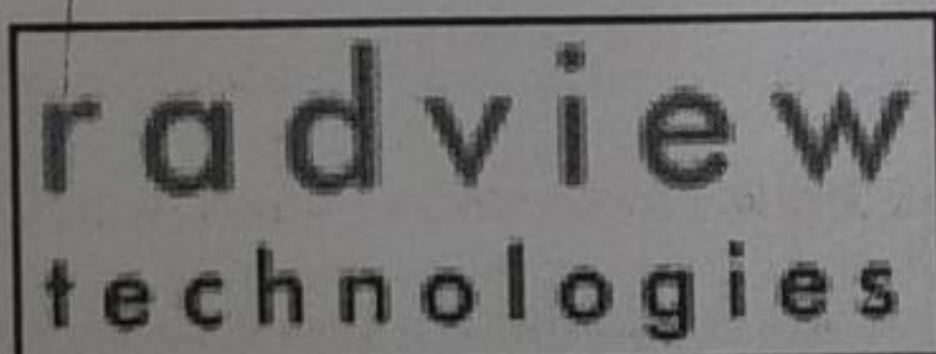
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Managing Director



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Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar, Bangalore, India.



SELECTION INTIMATION LETTER-RADVIEW TECHNOLOGIES

1 message

MOHAMED SINAJ <sinaj@radview.in>

Wed, 16 Apr 2018 at 3:10pm

To aswinrs07@gmail.com

Dear Aswin R S

Greetings from RADVIEW TECHNOLOGIES,

We are happy to announce that you have been selected as a "Junior Software Engineer" at RADVIEW Technologies based on the campus drive conducted at your college.. Your role is very critical in fulfilling the mission of the Team RADVIEW. We are confident that you will be able to make a significant contributions.

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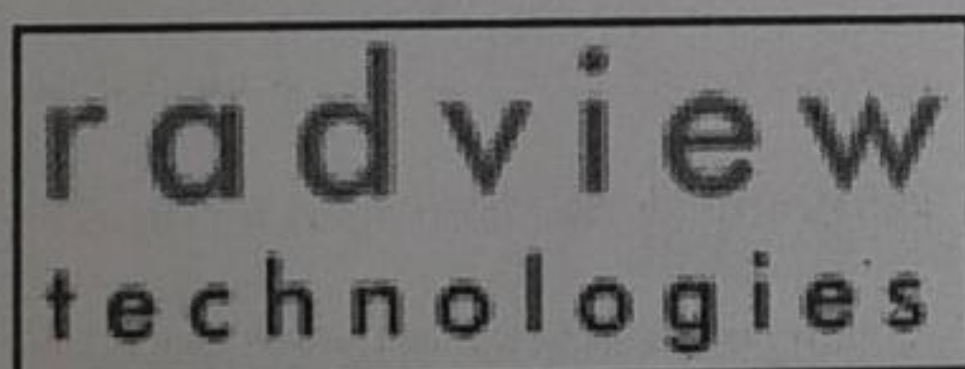
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Bangalore: #53, 6th Cross, Maruti Layout, Basaveshwaranagar,Bangalore, India.



SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Vishnu Sekhar MC (B.Tech -ECE)

Congratulations!!!

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Cochin, Kakkanad facility(Technopolis, Plot #1, 6th Floor C-SEZ Kakkanad). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

We at Sutherland are privileged to have you with us and we look forward to launching your career on a successful note.

You will have to furnish the following documents during the hiring/onboarding process

- 10 Passport size photographs.
- 10th,12th and UG/PG education certificates – (whichever completed).
- E-Aadhar card- Mandatory for address proof.
- Pan Card- Mandatory to open bank account.
- In addition, you can also submit Ration card, Driving license/Passport, Voter ID for address proof.
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates).

Yours sincerely,

**Talent Acquisition
Sutherland**

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Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



SUTHERLAND®

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Anjana J (B.Tech -ECE)

Congratulations!!!

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Cochin, Kakkanad facility(Technopolis, Plot #1, 6th Floor C-SEZ Kakkanad). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

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SUTHERLAND®

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Anju A Varghese (B.Tech -ECE)

Congratulations!!!

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Cochin, Kakkanad facility(Technopolis, Plot #1, 6th Floor C-SEZ Kakkanad). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

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SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Anjumol S (B.Tech -ECE)

Congratulations!!!

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SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Sanju Sunny (B.Tech -ECE)

Congratulations!!!

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SUTHERLAND

PROVISIONAL OFFER LETTER

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Date: 25-April-2018

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SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Jobymon Joseph (B.Tech -ECE)

Congratulations!!!

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SUTHERLAND

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Athira PK (B.Tech -ECE)

Congratulations!!!

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Cochin, Kakkanad facility(Technopolis, Plot #1, 6th Floor C-SEZ Kakkanad). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

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SUTHERLAND®

PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering
Date: 25-April-2018

Dear Avinash CS (B.Tech -ECE)

Congratulations!!!

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Cochin, Kakkanad facility(Technopolis, Plot #1, 6th Floor C-SEZ Kakkanad). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

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SUTHERLAND

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Date: 25-April-2018

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Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063

OFFER LETTER

22-May-18

To,
Mr. Hari Krishnan.A.P
Mangalam college of engineering,
Ettumanoor,
Kottayam,
686631

Dear Hari Krishnan.A.P,
Congratulations.

With reference to your application and subsequent interactions, we are happy to offer you the position of a **Graduate Embedded Engineer** at **NEONA EMBEDDED LABZ**. Your annual salary will be of **Rs. 1,82,760**.

Salary structures can be bifurcated as under:

Sl No	Description	Monthly
1	Basic + DA	10461
2	HRA	1961
3	Conveyance	654
	Gross Salary	13076
4	Employee contribution to PF (@12% of the Basic)	1334
5	Employee contribution to ESI (@ 1.75% of the Basic)	229
6	Employee Contribution to KSACE fund	20
	Net Salary	11493
7	Employer contribution to PF (@13.61% of the Basic)	1513
8	Employer contribution to ESI (@ 4.75% of the Basic)	621
9	Employer Contribution to KSACE fund	20
	Cost to the Company	15230

We would like you to join with us on/before 4th June, 2018. We look forward to welcoming you as a new employee at NEONA EMBEDDED LABZ.

For NEONA EMBEDDED LABZ

Yours Sincerely,

Shijith Mohan
Managing Director

OFFER LETTER

22-May-18

To
Mr. Arun Valsalan,
Thakadiyel (H),
Kanchiyar (PO),
Pallikavala,
Idukki - 685511

Dear Arun,

Congratulations.

With reference to your application and subsequent interactions, we are happy to offer you the position of a **Graduate Embedded Engineer** at **NEONA EMBEDDED LABZ**. Your annual salary will be of **Rs. 1,82,760**.

Salary structures can be bifurcated as under:

Sl No	Description	Monthly
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	Cost to the Company	15230

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For NEONA EMBEDDED LABZ

Yours Sincerely,

Shijith Mohan
Managing Director



PROVISIONAL OFFER LETTER

College Name: Mangalam College of Engineering

Date: 30-May-2018

Dear Narayanakutty G (B. Tech- EEE)

Congratulations!!!

With reference to the Interview you had with us, we are pleased to inform that you have been shortlisted as an "Associate". Your employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our Cochin, Kakkanad facility(Technopolis, Plot #1, 6th Floor C-SEZ Kakkanad). The offer letter would be shared to your registered email ID upon successfully completing your further interviews.

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Talent Acquisition
Sutherland

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Sutherland, The Gateway Office Parks, IT/ITES SEZ Bloc- A1, 6th floor, Chennai, Tamil Nadu, PIN 600063



EMI product , World Trade Center

22nd floor , Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

EMI PRODUCT

893/C 10th cross 80 feet road,

Vijay Nagar

Bengaluru Karnataka 9947340387

Date: 4 /09/ 2018

Josin T D

Mangalam College of Engineering

Ettumanor, Kottayam.

Letter of Appointment

Dear Sir,

With reference to the campus interview conducted at Mangalam College of Engineering, Kottayam, we are pleased to appoint you as Trainee Engineer subject to your acceptance of the following terms and conditions.

1. You will receive a Basic salary of Rs.12,500/-(Basic + DA) during 6 Months training period.
2. There will be an initial probation period of Six months from the date of employment, which will be extended by the company name as its discretion.
3. You have to carry out all duties and assignment entrusted with you by the management of the company,
4. You will be entitled to get 15 annual leaves and 12 casual leaves every year. All leave requests must be submitted to your supervisor prior to the period requested.
5. Your condition of service will be governed by the rules and regulation made by the Management from time to time.
6. Your initial place of employment will be Bengaluru, Karnataka. However, based on the needs of the company you may be transferred to any of the branches of the company.
7. You are required to provide a notice period of 90 days. Company may accept the resignation immediately or in a time period of less than 1 month to 3 months based on the priorities.

You are requested to join the duty on or before 01/10/2018.



With Best Wishes
Yours Faithfully
[Signature]
Emi Product



EMI product , World Trade Center
22nd floor , Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

EMI PRODUCT
893/C 10th cross 80 feet road,
Vijay Nagar
Bengaluru Karnataka 9947340387

Date: 4 /09/ 2018

Harikrishnan N
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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You are requested to join the duty on or before 01/10/2018.



With Best Wishes
Yours Faithfully

EMI Product

Registered office

SUBJECT TO BENGALURU JURISDICTION



EMI product , World Trade Center
22nd floor , Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

893/C 10th cross 80 feet road,
Vijay Nagar
Bengaluru Karnataka 9947340387

Date: 4 /09/ 2018

Govind K M
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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Ezhava Vishnusuri P N Surendran
Mangalam College of Engineering
Ettumanor, Kottayam.

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Boby Philip
Mangalam College of Engineering
Ettumanor, Kottayam.

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Jerin V J
Mangalam College of Engineering
Ettumanor, Kottayam.

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Date: 4 /09/ 2018

Ivis John Sebastian
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

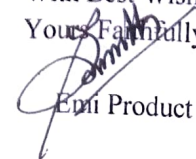
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Date: 4 /09/ 2018

Hisham Hassan

Mangalam College of Engineering

Ettumanor, Kottayam.

Letter of Appointment

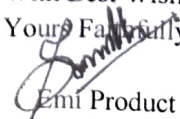
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SMITHA METAL INDUSTRIES

NEAR M. G. UNIVERSITY

ATHIRAMPUZHA P. O., KOTTAYAM - 686 562

PHONE: 92499 40966

All kinds of Engineering work and Manf: of Rubber Factory Machines

To,

Date: 5/3/2018

MIDHUN MAHIKUMAR
Mangalam College of Engineering
Ettumanor, Kottayam.

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For SMITHA METAL INDUSTRIES

Proprietor



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Date: 5/3/2018

JOBIN P GEORGE
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

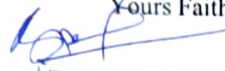
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You are requested to join the duty on or before 10/09/2018.

With Best Wishes
Yours Faithfully

For SMITHA METAL INDUSTRIES

Proprietor



SMITHA METAL INDUSTRIES

NEAR M. G. UNIVERSITY

ATHIRAMPUZHA P. O., KOTTAYAM - 686 562

PHONE: 92499 40966

All kinds of Engineering work and Manf: of Rubber Factory Machines

To,

Date: 5/3/2018

ATHUL AJITH
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

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Mangalam College of Engineering
Ettumanoor, Kottayam.

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Mangalam College of Engineering
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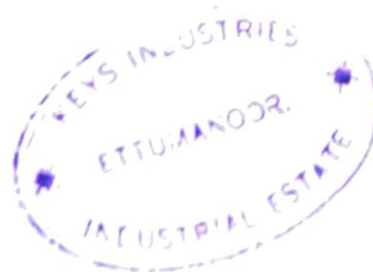
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You are requested to join the duty on or before 10/09/2018.



With Best Wishes
Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

ADARSH P VARGHESE
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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With Best Wishes
Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

AJAY KRISHNAN G
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

AKHIL KRISHNA
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

AKHIL REGHUNATH
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

ALIN MATHEW
Mangalam College of Engineering
Ettumanor, Kottayam.

Date: 3/8/2018

Letter of Appointment

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INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

AMAL G A
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

AMAL SHAJI
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

AMAL DEV P A
Mangalam College of Engineering
Ettumanor, Kottayam.

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With Best Wishes
Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

AMALJITH A
Mangalam College of Engineering
Ettumanor, Kottayam.

Date: 3/8/2018

Letter of Appointment

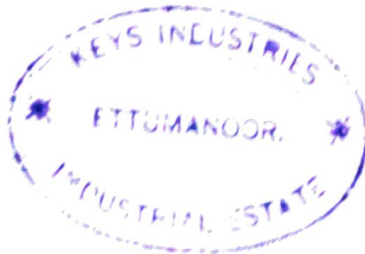
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With Best Wishes
Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

ANANDU BABU
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

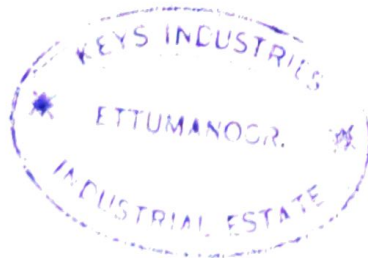
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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

ANANTHA KRISHNAN M
Mangalam College of Engineering
Ettumanor, Kottayam.

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

ANIRUDH K A
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

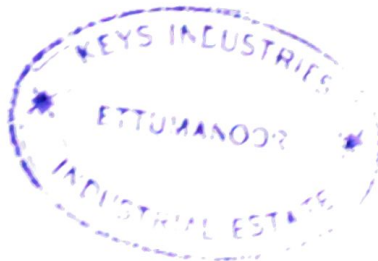
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To,

Date: 3/8/2018

ARJUN P SALEM
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

ASHISH OMANAKUTTAN
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

BINOY BASTIN
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

DAMIYAN VINCENT
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

DINSO KUNJUMON
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

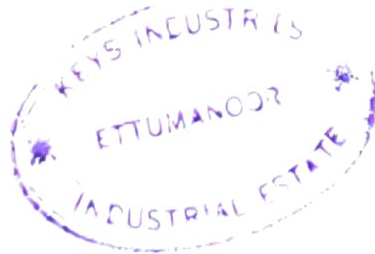
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ETTUMANOOR - 686 631

To,

GOKUL J
Mangalam College of Engineering
Ettumanor, Kottayam.

Date: 3/8/2018

Letter of Appointment

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

HARIKRISHNAN K.J
Mangalam College of Engineering
Ettumanoor, Kottayam.

Letter of Appointment

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ETTUMANOOR - 686 631

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HARIKRISHNAN R
Mangalam College of Engineering
Ettumanoor, Kottayam.

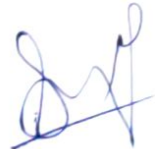
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To,

Date: 3/8/2018

JAYAKRISHNAN K J
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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ETTUMANOOR - 686 631

To,

JERIN VALIYAKARA
Mangalam College of Engineering
Ettumanor, Kottayam.

Date: 3/8/2018

Letter of Appointment

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

JITHIN JOSE
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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You are requested to join the duty on or before 10/09/2018.

With Best Wishes
Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

JITHU THOMAS (KALAPURAYIL)
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

With reference to the campus interview conducted at Mangalam College of Engineering, Kottayam, we are pleased to appoint you as Trainee Engineer subject to your acceptance of the following terms and conditions.

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Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

JOBSON KURIAN
Mangalam College of Engineering
Ettumanoor, Kottayam.

Date: 3/8/2018

Letter of Appointment

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With Best Wishes
Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

JOUEL JACOB CHACKO
Mangalam College of Engineering
Ettumanor, Kottayam.

Date: 3/8/2018

Letter of Appointment

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INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

LJO CHERIAN
Mangalam College of Engineering
Ettumanor, Kottayam.

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Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

MANU JACOB
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

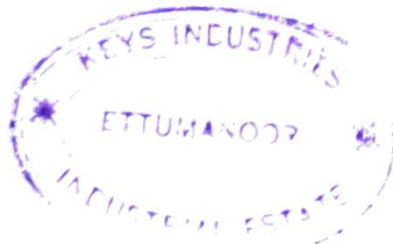
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Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

Date: 3/8/2018

MARTIN P MATHEW
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

MATHEWS K JOSEPH
Mangalam College of Engineering
Ettumanor, Kottayam.

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ETTUMANOOR - 686 631

To,

Date: 3/8/2018

MIDHUN PRAKASH C J
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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Yours Faithfully



KEYS INDUSTRIES

INDUSTRIAL ESTATE

ETTUMANOOR - 686 631

To,

MOHNIS ISMAIL HASSAN
Mangalam College of Engineering
Ettumanor, Kottayam.

Date: 3/8/2018

Letter of Appointment

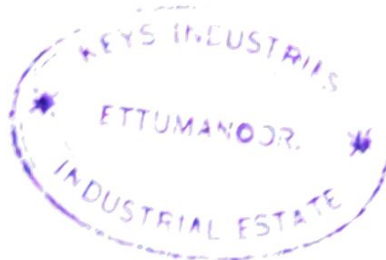
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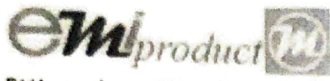
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With Best Wishes
Yours Faithfully





EMI product , World Trade Center
22nd floor , Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

Registered office
EMI PRODUCT
893/C 10th cross 80 feet road,
Vijay Nagar
Bengaluru Karnataka 9947340387

Date: 4 /09/ 2018

Harikrishnan R M
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

Dear Sir,

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Emi Product



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893/C 10th cross 80 feet road,
Vijay Nagar
Bengaluru Karnataka 9947340387

Date: 4 /09/ 2018

Jayakrishnan G
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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Date: 4 /09/ 2018

Jishnu A J
Mangalam College of Engineering
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SUBJECT TO BENGALURU JURISDICTION


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Date: 4 /09/ 2018

Premjith K P
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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Date: 4 /09/ 2018

Ananthu G Panicker
Mangalam College of Engineering
Ettumanor, Kottayam.

Letter of Appointment

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22nd floor, Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

Offer Letter

04-08-2018

Mangalam College of Engineering
Ettumanoor, Kottayam

Dear Linu Varghese

Appointed as Sales Engineer

With reference to the campus interview conducted at Mangalam College of Engineering, Kottayam, for the above position, we are pleased to inform you that we are offering you the position with our company affective from 04/09/2018 under the following terms and conditions.

1. Salary: You will receive a Basic Salary of Rs.12,500/ (Twelve Thousand Five Hundred only) (Basic+ D.A) during 6 months training period. After successful completion of training period, on probation with a basic salary of Rs. 15,000 per month.
2. Probation Period: The probation period of one year need to be served by the candidate, after joining the job.
3. Working Hours: This is a full-time position requiring 42 hours per week. Your regular weekly schedule will be from Monday to Saturday (9:00 AM to 5:00 PM, with one hour lunch break)
4. Leave Policy: You will be eligible to the benefits of the company's leave rules on your confirmation.
5. Notice Period Clause: During the probation period your services can be terminated with seven days' notice on either side and without any reasons whatsoever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your services can be terminated on one month's notice on either side.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to emi product family and look forward to a fruitful collaboration

With Best Wishes,
For emi product


Authorised Signatory


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22nd floor, Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

Offer Letter

04-08-2018

Mangalam College of Engineering
Ettumanoor, Kottayam

Dear K P Premjith

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Offer Letter

04-08-2018

Mangalam College of Engineering
Ettumanoor, Kottayam

Dear Kiran Baby

Appointed as Sales Engineer

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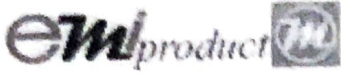
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Offer Letter

04-08-2018

Mangalam College of Engineering
Ettumanoor, Kottayam

Dear Jithin Varghese

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For emi product


Authorized Signatory


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22nd floor, Brigade Gateway Campus Unit no 2201, No26/1, Bengaluru 650055

Offer Letter

04-08-2018

Mangalam College of Engineering
Ettumanoor, Kottayam

Dear David Jose

Appointed as Sales Engineer

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Offer Letter

04-08-2018

Mangalam College of Engineering
Ettumanoor, Kottayam

Dear Christin Varghese

Appointed as Sales Engineer

With reference to the campus interview conducted at Mangalam College of Engineering, Kottayam, for the above position, we are pleased to inform you that we are offering you the position with our company affective from 04/09/2018 under the following terms and conditions.

1. Salary: You will receive a Basic Salary of Rs.12,500/ (Twelve Thousand Five Hundred only) (Basic+ D.A) during 6 months training period. After successful completion of training period, on probation with a basic salary of Rs. 15,000 per month.
2. Probation Period: The probation period of one year need to be served by the candidate, after joining the job.
3. Working Hours: This is a full-time position requiring 42 hours per week. Your regular weekly schedule will be from Monday to Saturday (9:00 AM to 5:00 PM, with one hour lunch break)
4. Leave Policy: You will be eligible to the benefits of the company's leave rules on your confirmation.
5. Notice Period Clause: During the probation period your services can be terminated with seven days' notice on either side and without any reasons whatsoever. If your services are found satisfactory during the probation period, you will be confirmed in the present position and thereafter your services can be terminated on one month's notice on either side.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to emi product family and look forward to a fruitful collaboration

With Best Wishes,

For emi product

Authorised Signatory

WORLD TRADE CENTER
Brigade Gate Way Campus Unit No: 2201
22nd Floor, Bangalore, Karnataka

SUBJECT TO BENGALURU JURISDICTION