

#[24]7.ai - ON CAMPUS DRIVE 2024 Batch - Ethical Hiring practices

4 messages

Thirumurugan K <Thirumurugan.K@247.ai>

Fri, Jun 21, 2024 at 5:25 PM

To: "premkumar@indianacademy.edu.in" <premkumar@indianacademy.edu.in>

Cc: R Sujan <sujan.r@247.ai>

Hi Academic partner ,

Kindly get in touch with your respective HR POC to block your **campus hiring dates for the year 2024 passing outs** .

We wish more shortlists and better conversions this year .

Please let us know if you have planned any sessions with our HR team before interview dates , on expectation settings and interview preparation .

This activity can help in better selection rate and conversion basis most of our placement officers request . If any such plans you may have kindly reach out to respective HR's and plan this 3 days before the drive .

ETHICAL HIRING:

As a part of Ethical Hiring Guidelines please acknowledge the same with your inputs!

Let me know whether your Job fair/ON-OFF campus Drive strategies coincides with our recruitment policies.

- Do you charge any registration fee from the candidate
- Strictly NO commercials, NO Broker charges in the name of [24]7.ai & NO money to be involved for no of selects **or** offers made. Should not push or Force us to select your students/Applicants/candidates and it is purely based on Quality .

These are the basic criteria which we consider when we are invited by external training partners or skill development agencies or colleges from any region .

Offer Letters will be sent to the students mail id directly and not to any 3rd Party consultant/Organizer. (Auto generated letters)

Let us know your comfort as we follow the above points and temp to also check externally on the same to verify either of our credibility .

Violations on the above can be notified to Thirumurugan.k@247.ai

Thanks & Regards

Krishnan Thiru

Head campus & Alternate channels (M-II)

Talent Discovery HR

[24]7.ai

Mobile: +918428226622

| www.247.ai,

R Sujan <sujan.r@247.ai>

Thu, Jul 11, 2024 at 12:43 PM

To: "premkumar@indianacademy.edu.in" <premkumar@indianacademy.edu.in>

Hi Team,

Please find the below candidates selection details for your reference.

Applicant IC Code	Applicant Name	Essay Topic	LOB	Interview Type	ACM Result
IC00991028	Syeda noor	Criticism	Non Voice	FTH	Rejected
IC00991042	Youbraj chetry	CRITICISM	Voice	FTH	Rejected
IC00991040	N Gowtham	Summer or winter season	Non Voice	FTH	Rejected
IC00991058	Anthony rahul	Greatest challenge	Non Voice	FTH	Selected
IC00991046	Shaun David	Summer or winter	Non Voice	FTH	Selected
IC00991019	Tejaswini K	Favourite lecturer	Non Voice	FTH	Rejected
IC00991023	Kaushik singh	Career goals	Non Voice	FTH	Rejected
IC00991037	Mohammed Tameem	Criticism	Voice	FTH	Selected
IC00990989	Subhashini	CRITICISM	Voice	FTH	Selected
IC00991030	Latha p	CRITICISM	Non Voice	FTH	Rejected
IC00991022	Prasad S	Criticism	Non Voice	FTH	Rejected
IC00991047	Likitha H	Summer or winter season	Non Voice	FTH	Rejected
IC00991053	Annia Mishal	Criticism	Voice	FTH	Rejected
IC00991012	Sampreetha	Summer or winter	Voice	FTH	Rejected
IC00990988	Jurera	Favourite lecturer	Voice	FTH	Selected
IC00991026	Aakansha sharma	Summer or winter	Voice	FTH	Rejected
IC00991054	Mohammed kaif	Bad habits	Non Voice	FTH	Rejected

IC00991059	Syed shuheb	Bad habits	Non Voice	FTH	Selected
IC00991060	Syed muskan	Bad habits	Voice	FTH	Rejected
IC00991075	Pooja	Greatest challenge	Non Voice	FTH	Rejected
IC00991057	Humera fathima	Favourite lecturer	Voice	FTH	Rejected
IC00991003	Rohie banu	Bad habits	Voice	FTH	Rejected
IC00991033	Mohammed saqib	Summer or winter	Non Voice	FTH	Rejected
IC00991020	Rabiya Begum	Criticism	Voice	FTH	Selected
IC00991036	Akshay	Favorite lecturer	Non Voice	FTH	Rejected
IC00991015	Divya	Favourite lecturer	Non Voice	FTH	Rejected
IC00991031	Sownanya	Summer or winter season	Non Voice	FTH	Selected
IC00991038	Sushmitha	Bad habits	Voice	FTH	Rejected
IC00990995	Tina Daniel	Greatest challenge	Voice	FTH	Selected
IC00991072	Ruchitha	Bad habits	Non Voice	FTH	Rejected
IC00991071	Neelambari devi	Summer or winter season	Non Voice	FTH	Rejected
IC00991044	Edwin sushanth	Summer or winter season	Non Voice	FTH	Selected
IC00991010	Harshitha	Bad habits	Voice	FTH	Rejected
IC00991034	Adarsh	Favourite lecturer	Non Voice	FTH	Rejected

Regards,

Sujan

[Quoted text hidden]

Mr. Premkumar Placements - IAGI <premkumar@indianacademy.edu.in>
To: Giddla Jaya Prakash Placements <jayaprakash@indianacademy.edu.in>

Thu, Jul 11, 2024 at 12:48 PM

[Quoted text hidden]

2 attachments

[24]7.ai image001.png
3K

[24]7.ai image001.png
3K

Giddla Jaya Prakash Placements <jayaprakash@indianacademy.edu.in>
To: "Mr. Premkumar Placements - IAGI" <premkumar@indianacademy.edu.in>

Thu, Jul 11, 2024 at 12:59 PM

Super and excellent Prem and as instructed, must loop other teammates for any official communication.

Regards,
G. Jaya Prakash
Head - Placements & Corporate Relations,
INDIAN ACADEMY

Group of Institutions

Hennur Cross, Bangalore – 560 043

Board: +9180- 67458900 Ext: 916

Mobile: 998 665 8626

Email:jayaprakash@indianacademy.edu.in

[Quoted text hidden]

3rd August 2024

Subject: Letter of Apprenticeship

Dear M Darshini

We, at Phasorz Technologies Private Limited (“**MediBuddy**”), are pleased to offer you an Apprenticeship for a period of **12 months** commencing from **5th August 2024** pursuant to your interest to apprentice with our Company.

As a condition for apprenticing with the Company, you understand and agree that:

1. This is an educational and training Apprenticeship.
2. You will be required to work under the guidance of the supervisor assigned to you at the time of reporting.
3. You will be required to report for your Apprenticeship at our office at 10:30 AM from Monday to Friday and 1st and 3rd Saturday and unless otherwise specified by your supervisor.
4. You understand that you are being engaged in the capacity of an apprentice to offer you experience and practical training. The Company pays a stipend of **INR 25000/- (Twenty Five Thousand Only)** monthly towards your expenses as per Annexure A to this Letter of Apprenticeship.
5. You also understand and agree that this Apprenticeship does not constitute an offer of employment, nor does it place any obligation or liability on the Company to offer any kind of employment or permanent engagement with the Company.
6. You further understand and agree that your Apprenticeship shall be subject to acceptance of the terms and conditions specified under Annexure A to this letter of Apprenticeship.

Please sign a duplicate copy of this letter of Apprenticeship and return the same to the Human Resource Team of the Company, as a token of your acceptance of the apprenticeship for the above specified period on such terms and conditions as specified under Annexure A to this Letter of Apprenticeship.

We welcome you to MediBuddy and hope you have a productive experience with us!

Regards,

Enbasekar D

CTO and Co-Founder

Phasorz Technologies Private Limited

Phasorz Technologies Private Ltd www.medibuddy.in

Registered Office Address:
4B, 3rd Cross street, Rajarajeswari
Nagar, Madipakkam,
Chennai - 600 091

Corporate Office Address:
IBC Knowledge Park, Tower C, 4th Floor,
and 6th Floor, Bannerghatta Road, 4/1
Bengaluru, Karnataka 560 029
hello@medibuddy.in | +91 99999 91555

Corporate Identity Number:
U72300TN2013PTC092385

ANNEXURE A

TERMS OF APPRENTICESHIP

1. The purpose of this educational Apprenticeship is for apprentices to learn about the Company's business and to gain valuable insight and experience of the industry.
2. The term of this Apprenticeship commences on **5th August 2024** and shall expire on **4th August 2025**, unless otherwise intimated to you by the Company.

3. Conditions of this Apprenticeship:

You understand and agree that:

- a) The apprenticeship is for an educational and training purpose and there is no guarantee or expectation that the activity will result in employment with the Company.
- b) You understand and agree that you do not replace or displace any employee of the Company, nor does it create an obligation on the Company to make any offer of employment to you.
- c) You will receive direct and close supervision by an appropriate supervisor, and you will be required to follow all such instructions while performing any activity for the Company.
- d) You understand that the Company does not derive an immediate advantage from the activities performed by you.
- e) You are not entitled to wages or any compensation or benefits for the time spent on this Apprenticeship. The Company shall however pay you an apprentice fee of **INR 25000/- (Twenty Five Thousand Only)** towards transportation, conveyance and other expenses during the apprenticeship on a monthly basis as per the Company policy. **(Note: Your monthly payout will be 25000, which you will receive in two parts: ₹4,500 you will receive directly from the Government of India through your Aadhar seeded Bank Account no. and remaining from the MediBuddy)**
- f) You understand that the Company is not liable for injury sustained or health conditions that may arise during the course of your Apprenticeship.

4. You specifically agree to and acknowledges the following:

- a) The Company may at any time in its sole discretion, terminate the apprenticeship without notice or cause.
- b) You will maintain a regular Apprenticeship schedule determined by the supervisor and also maintain a report of the works and activities performed by you during the course of this Apprenticeship.
- c) You will demonstrate honesty, punctuality, courtesy, cooperative attitude and a willingness to during this Apprenticeship.
- d) You will obey the policies, rules and regulations of the Company and comply with the Company's business practices and procedures and perform all the tasks that are assigned to you in a professional, ethical and diligent manner with reasonable care and due caution.

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- e) You will furnish your supervisor and the Human Resource Team with all necessary information pertaining to Your Apprenticeship, including related assignments and reports. You also understand that all work performed for you and any report or delivery made by you is highly confidential and shall belong to the Company. You shall not disclose any such information, report or data to any third party.
- f) Under no circumstances will you leave the premises of the Company during business hours or terminate your Apprenticeship with the Company without first conferring with your supervisor and the Human Resource Team.
- g) Transportation to and from the Company premises for the apprenticeship is your responsibility.
- h) In consideration of the opportunity afforded to you to participate in the Apprenticeship program, you hereby agrees that neither you, nor your assignees, heirs, guardians, and legal representatives, will make a claim against Company or any of its affiliated organizations, or either of their officers or directors collectively or individually, or any of its employees, for any injury or death or damage to your property, however caused, arising from your participation in this Apprenticeship program. Without limiting the generality of the foregoing, you hereby waive and releases any rights, actions, or causes or action resulting from personal injury or death to you, or damage to your property, sustained in connection with your participation in the apprenticeship program.
- i) You shall not involve yourself in any unethical or unprofessional or immoral activity while at the Company premises or during the course of your Apprenticeship.
- j) You will not enter into any commitments or dealing or make any representations or interact with any clients of the Company on behalf of the Company unless otherwise specifically authorized by your supervisor in writing with a copy to the Human Resource Team.
- k) During the term of your Apprenticeship with the Company, you are required to disclose all material and relevant information, which may either affect your Apprenticeship with the Company or the Company, currently or in the future, or which may be in conflict with the terms of your Apprenticeship with the Company, either directly or indirectly.
- l) You will be responsible for the safe keeping and return, in good condition and order, of all Company properties, which may be in your use, custody or charge, and return the same to your supervisor on the last date of your Apprenticeship, Failure to return Company property, shall entitle the Company to take the necessary recourse under law for theft.
- m) Any books, document, circulars, files, items of equipment or any other information of the Company which might be supplied to you or may become available to you or may come within your knowledge, in any form and medium in connection with your work shall at all times remain the property of the Company and shall be returned by you to the Company upon your expiry of the Apprenticeship period. You will be responsible for all such items or property and shall immediately report loss of property, if any, in your possession to the Company for taking necessary action in this regard. Failure to do so will automatically entitle the Company to recover any loss amount from you or terminate the apprenticeship forthwith. Any information of the Company may not be removed from the Company's premises or may not be duplicated or reproduced in any manner whatsoever, except with prior written permission of the Company.
- n) The Company shall have sole and exclusive ownership of all right, title, and interest in and to the

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Corporate Identity Number:
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Confidential Information including ownership of all patents, copyrights, trademarks and designs, trade secrets and other intellectual property pertaining thereto. The Company claims and reserves all rights and benefits afforded under Indian and international copyright laws in all software programs included in the Confidential Information as copyrighted works.

- o) You shall acknowledge and agree that all the Company's intellectual property, to the extent copyrightable, will be copyrightable works prepared by you within the scope of your Apprenticeship with the Company and are "works made for hire" as per applicable law. You unconditionally agree that all intellectual property and other rights related thereto:
- (a) have been developed using equipment, supplies, facilities or trade secrets of the Company,
 - (b) have resulted from work performed by you for the Company during your Apprenticeship,
 - (c) are related to the Company's business and will be the sole and exclusive property of the Company and are hereby irrevocably assigned by you to the Company.
- p) The Parties hereby expressly agree that the furnishing of Confidential Information and intellectual property of the Company to, the possession of and utilization of such Confidential Information and Intellectual Property by you shall not in any manner be deemed to grant you any rights of ownership, license or assignment in the Confidential Information and intellectual property.

5. Any dispute with respect to your Apprenticeship and these terms shall be subject to the exclusive jurisdiction of the courts of Bangalore, Karnataka.

Please provide a photo address proof to the Human Resource Team along with the signed copy of the Letter and these Terms before commencing the Apprenticeship with the Company. Any personal information collected by the Company from you during your Apprenticeship shall be used by the Company to identify and verify your address and shall be retained in the records of the Company for the purposes of recording and audit. This information may be shared by the Company with its affiliates, investors and business partners for the purposes of the business of the Company.

***Please sign this letter as an acknowledgement and acceptance of the aforementioned terms prior to commencement of your Apprenticeship with the Company.
In the event you do not agree with the above terms and conditions of your Apprenticeship, please do not sign this letter and return the unsigned copy to the Human Resource Team.***

Read and accepted by:

M Darshini
Bangalore, Karnataka
9141102003



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Abdul Rehman Virani**,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



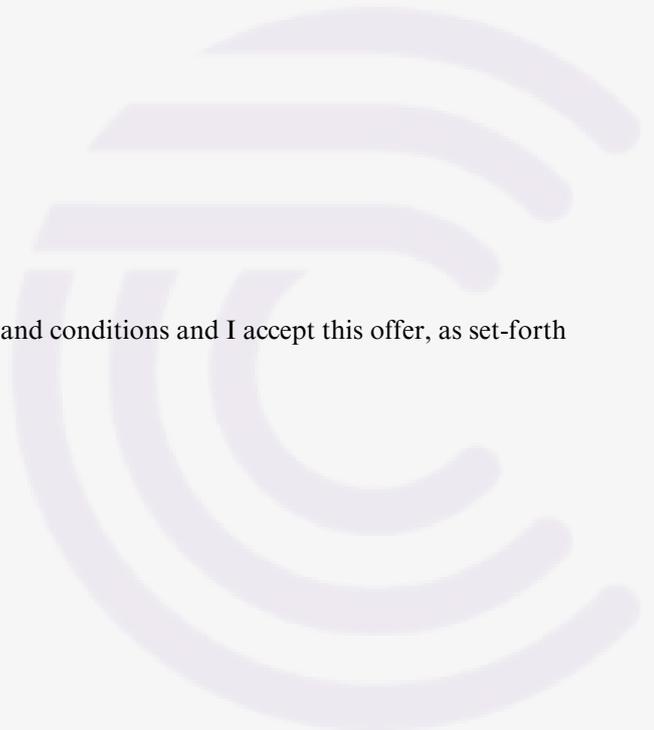
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Abhishek Y K,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Abu haris khan**,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



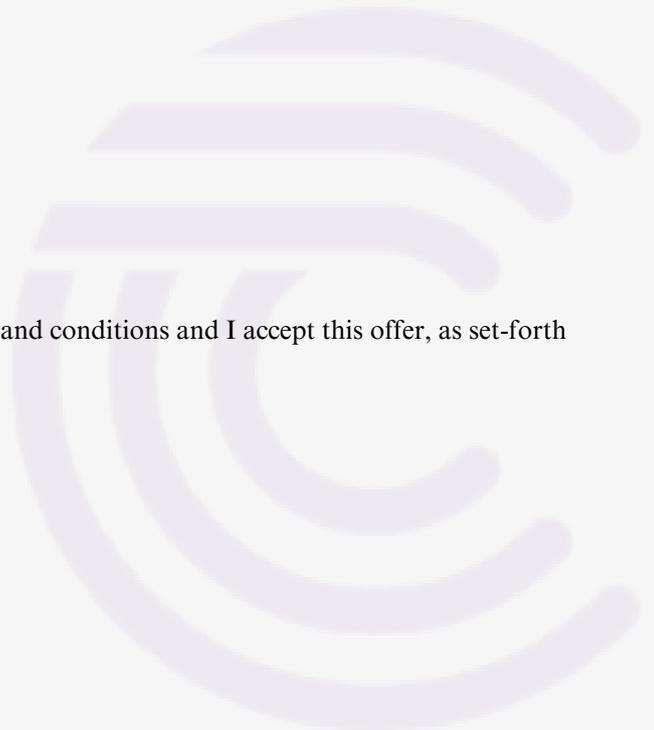
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :





July 11, 2024

Akshay GS

78 shammana layout horamavu Bangalore 560043

Dear Akshay,

We, Alorica (India) Private Limited are impressed with your credentials and are happy to make an offer of employment as **Customer Experience Agent**. We believe you will be a valuable addition to the Company, and we wish you all the success.

Terms and Conditions:

1. Your total Cost to Company will be CTC of 268001 - (Two Lakh Sixty Eight Thousand One Rupees Only) per annum and will be subject to deduction of tax at source as per statutory regulations and applicable laws. The detailed break-up of your compensation, perquisites and benefits will be furnished to you in the appointment letter issued on the day of joining.
2. You are required to join on Friday, July 12, 2024 and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.
3. You are requested to report at 9AM Friday, July 12, 2024 to complete the joining formalities at the address mentioned below:

Office Address: Alorica (India) Private Limited, Pritech Park SEZ Block12, Bellandur Village, INDIA.

4. At the time of joining, you are requested to submit the copies of the following documents:
 - Application for Employment
 - Non-Disclosure Agreement
 - Copy of Educational Certificates (10, 10+2, Graduation, Post-Graduation, Course Certifications, if applicable)
 - Pay Slip for the last 3 months of your employment from the previous employer
 - Service and Relieving letters from all previous employers
 - Proof of identity: Copy of Passport, Driving License, Voter ID Card or PAN Card (anyone).
 - Copy of Full Aadhaar.
 - 6 passport size photographs (With White Background).
 - Other new hire paperwork as required by the Company

Please note that the Company reserves the right to withdraw the offer made to you, before your

acceptance of the same, without providing any reasons to you.

Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner and return to the under signed within 24 hours of receipt of the offer, as a token of your acceptance and mentioning the date of your joining the Company. You will be issued a detailed Appointment Letter with terms & conditions on the day of joining.

We welcome you to the Company and look forward to a long and mutually beneficial association.

Sincerely,

For Alorica (India) Private Limited

**Annexure 2
Salary on CTC basis**

Description	Per Month	Per Annum
Fixed Salary (A)		
Basic	10,844	130,128
House Rent Allowance (50% of Basic)	5,422	65,064
Special Allowance	402	4,818
Gross Pay (A)	16,668	200,010
Retirals (B)		
PF Contribution by Employer	1,350	16,194
ESIC (@3.25% of Gross Pay)	542	6,500
Gratuity (4.81% of Basic)	522	6,259
Sub Total - Retirals	2,414	28,953
Benefits (C)		
Statutory Bonus	3,253	39,038
Sub Total - Benefits	3,253	39,038
Total CTC (A+B+C)	22,335	268,001
Variable Pay (D)		
Night Shift Allowance	4,000	48,000
Performance Incentive (up to 10%)	1,667	20,001
Sub-Total Variable Pay (D)	5,667	68,001
Total Earning Potential (A+B+C+D)	28,002	336,002

Note:

***ex-Gratia Bonus** or Advance Statutory Bonus will be paid in accordance with "The Payment Bonus Act 1965"

****Variable Pay** such as Travel and Night Shift Allowance shall be paid in accordance with our Company Policies. The management reserves the right to modify/ amend/ withdraw/ continue with the plans at its discretion. Performance Linked Incentives is subject to individual performance and shall be paid contingent to employee being active in the

system at the time / date of payout - monthly/quarterly/annually as defined in the program subject to your meeting the criteria set for specific process where you have been deployed for that period.

Additional Benefits:

Hospitalization, Life Insurance, Accident Coverage and Wellness benefits as per applicable Company Policies.



The Pearl, 1537, 5th Main Rd,
Rajiv Gandhi Nagar, Sector 7, HSR
Layout, Bengaluru -560102
<https://maps.app.goo.gl/9G9pNvJmeXFhXxCr5>
Ashish@codeyoung.com

Employment Offer and Employment Agreement

20th Dec 2023,

Dear Allen Philip George,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **5th August 2024**.

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment. For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/ Training

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 20000/month (Twenty Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.



JOB TITLE: International Sales Specialist

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.



6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and
or

being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .



Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoung adopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority



- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, poor work performance, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, poor work performance, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances require. During the notice period it is mandatory to deliver at least 80% of your target for successful relieving. The company reserves all the rights to withhold your relieving documents and full and final settlement in case of unsatisfactory or poor work performance, breach of policies, misconduct, or any other disciplinary issues during the notice period.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.



17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.



21. AMENDMENTS

All enclosures herewith are deemed part of your employment agreement with the Company. Please note that the Company reserves all rights to modify, amend, or introduce new policies, procedures, or guidelines as deemed necessary to fulfill business requirements. These changes may occur at any time and without prior notice. The Company will make reasonable efforts to communicate such changes, but it is understood that it is the employee's responsibility to stay informed and comply with the updated policies and procedures. The Company will not be liable for any losses or damages incurred as a result of changes to policies or procedures.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable



CONFIRMATION OF ACCEPTANCE

We request you to complete and return a copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically. We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

(“The

company”)

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company’s regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:



HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).
2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.
3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.
4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):
5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;
 - a. Codeyoung staff training video on data protection;
 - b. Security procedures specific to the building where I am to carry out my assignment; and Codeyoung staff handbook.



6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____



INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Allen Philip George,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

The CTC provided by the company will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and **INR 300,000** is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee’s contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹200,000	₹16,667
2	House Rent Allowance	₹80,000	₹6,667
3	LTA	₹20,000	₹1,667
4	Special Allowances	₹76,600	₹6,383
5	Night Allowance	₹36,000	₹3,000
	Gross Salary	₹412,600	₹34,383
	Employer Contribution to PF	₹23,400	₹1,950
A	CTC Total	436,000	36333
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
3	Health Insurance	₹4,800	₹400
B	Total Deductions	₹28,800	₹2,400
A - B	Net Salary	₹383,800	₹31,983

With regards,
 Shailendra Dhakad
 Director Codeyoung

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Arpita Sharma**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



{{Dte_es_:signer1:date}}

Ashley Glen Suares
Bangalore

PRIVATE AND CONFIDENTIAL

Employment Offer Letter and Terms and Conditions of Employment

Dear Ashley,

We are pleased to offer you employment with **PricewaterhouseCoopers Service Delivery Center – (Bangalore) Private Limited (“Company” or “PwC AC Bangalore”)** in the position of **Specialist 4**. Your work location will be **Bangalore**. Reporting lines and location are subject to change depending on business requirements. The title, roles and responsibilities may also be varied from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policy of the Company.

If you accept this offer, your commencement date with us will be on or before **18 June, 2024**, or such other date as may be communicated by us to you in writing (“**Employment Commencement Date/Date of Joining**”).

Remuneration Package:

1. Annual Compensation:

You are being offered a total annual compensation of **Rs. 333,200/- Three Lakhs Thirty Three Thousand Two hundred Only**

The details of your total annual compensation are specified in Annexure 1 to this offer letter (“**Offer Letter**”).

2. Incentive Compensation:

In addition to the annual compensation as mentioned above, you may also be eligible for bonuses from time to time, as may be set forth in the respective incentive compensation programs, as applicable to your position.

Under the Company’s current incentive programs, you may be eligible for an Annual Performance Bonus, as applicable to your position. The amount and timing of, and eligibility for, any bonus shall be at the sole discretion of the Company. Bonuses and rewards are provided by the Company as an incentive for your continued employment with the Company; therefore, in order to earn, and be eligible to receive a bonus, you must be actively employed by the Company on the date such bonus or reward is to be paid. The Company may at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of the incentive compensation programs, guidelines and policies.

3. Benefits:

You will be eligible for Company sponsored India specific benefit programs such as gratuity, provident fund, group medical insurance for the employee and his/her family, life insurance and accident insurance for the employee. You are also eligible for the executive health check-up plan, for a free annual health check-up which contains a series of tests.

Other Terms: Please read the following terms and contact us with any questions that you may have.

1. Employment Agreement:

Once you accept this offer, you will be required to sign an employment agreement (“**Employment Agreement**”), the format of which is attached to this Offer Letter. Your employment with the Company will be on the terms of this Offer Letter and the Employment Agreement until the end of your employment with the Company.

2. Working Hours:

You will be required to work, for such hours as are reasonably necessary to meet the Company’s requirements, in a variety of locations and for proper discharge of your duties. The working hours will be consistent with Company’s policies and will include such reasonable working hours as might be required for performing your duties competently and to meet the Company’s requirements. You hereby agree and volunteer to work during the night shift, as and when the Company feels that your services are required. You confirm that you have no objection whatsoever to work during the night shift, as per the Company’s policies.



3. Promotion and Salary Review:

You will be eligible to participate in the promotion and salary review process as per the policy of the Company.

4. Visa:

If you do not have the right of abode, the right to land or the status of unconditional stay in India, an employment visa is required for your employment. The Company will assist you with obtaining the necessary documents for you and your family. Any continued employment is contingent upon the immigration authorities approving any renewal of the employment visa and will automatically be deemed to be terminated should such approval not be granted.

5. Taxation:

Your remuneration and benefits have been stated gross of tax. You will be responsible for all Indian salaries tax on your remuneration, allowance and benefits, where applicable. In the event that you have sources of income or expense outside of your employment with the Company, you are responsible for ensuring adherence to the tax laws on those matters as well.

6. Travel, Assignments or Secondment:

a. **Within India:** You are required to work on any project to which you are assigned, unless there is good reason not to do so.

b. **Outside India:** While based in India you may be required to travel and stay to work on projects outside India, within and/or outside the Asia Pacific region.

7. Termination:

(a) Your employment in the Company is subject to satisfactory verification of your certificates, testimonials and personal particulars/credentials. The Company reserves the right to conduct a background check (including criminal history record search, education and employment; and personal details verification) on you directly or through nominated third party agencies. In the event that such verification or background check is un-successful or reveals any discrepancy in the statement(s) made in your application or in the bio-data or in the declarations made by you including in this Offer Letter and/or the Employment Agreement, your services are liable to be terminated forthwith without any notice or any further compensation from the day such discrepancies have been identified.

(b) Notwithstanding anything contained in this offer, this offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6 months from the date of joining failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

(c) You will automatically retire from services upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(d) Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company.

As such the Company may terminate your employment on an immediate basis for any of the following conduct on your behalf effective immediately:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;
(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of the Company;

(iv) material failure to adhere to the Company's corporate codes, policies or procedures;

(v) continued failure to meet performance standards as determined by the Company;

(vi) a breach or threatened breach of any material provision of this Offer Letter or the Employment Agreement if it is not cured to the Company's satisfaction within a reasonable period after the Company provides you with notice to your address on the Company's records of the breach; provided that no notice and cure period will be required if the breach cannot be cured;

(vii) violation of any statutory, contractual, or common law duty or obligation to the Company, including without limitation, the duty of loyalty.



In case of termination on account of any of the above reasons, you will only be entitled to earned and unpaid gross salary, accrued leave (if any) and any other applicable statutory payments through the effective termination date.

(e) The Company may terminate your employment for reasons other than those specified above or for no reason, effective upon a prior written notice of at least sixty (60) days or payment in lieu of such notice . In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the net amount of gross salary you are entitled to in lieu for the remaining notice period, less any deductions or withholdings, as required by law.

(f) You agree to provide the Company with a prior written notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period, unless agreed otherwise.

8. Return of Property:

Upon termination of employment, you will be required to return all property (including but not limited to keys, records, notes, data, computer discs or tapes, memoranda, business cards, security passes and equipment) which is held in your possession, custody or under your control, belonging to or relating to business affairs of the Company.

9. Acknowledgement:

You acknowledge that your joining the Company will not breach any agreement relating to employment or the provision of services to which you are or have been a party.

The Company may amend or discontinue any of its plans, programs, policies and procedures at any time for any or no reason with or without notice to the extent permitted by law.

We are excited about having you join us. On behalf of the PwC AC Bangalore team, we hope you find these terms and conditions suitable. If you have any questions about the contents of this letter, please do not hesitate to contact us on us_advisory_ac_india_hc_operations@pwc.com.

10. To indicate your acceptance and agreement with all the terms of this Offer Letter and the attachments including the Employment Agreement, please share the signed copy of the Offer Letter, no later than **1 June ,2024**. It is clarified that the employment offer made to you under this Offer Letter will automatically lapse on **1 June ,2024** and will no longer be valid if we do not receive your signed acceptance of the Offer Letter. It is further clarified that the employment offer under this Offer Letter is contingent upon you joining the services of the Company on the Employment Commencement Date. The employment offer made to you under this Offer Letter, will be deemed withdrawn on your failure to join the services on the Employment Commencement Date.

Yours truly,
For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:_signer1:signature}}

Authorized Signatory

Date: {{Dte_es_:_signer1:date}}

I, **Ashley Glen Suares** , accept the offer and terms of employment as detailed in this letter and the attached Employment Agreement.

{{Sig_es_:_signer2:signature}}

Date: {{Dte_es_:_signer2:date}}



Annexure 1	
Private and Confidential	
Date: {{Dte_es_:signer1:date}}	
Name: Ashley Glen Suares Designation: Specialist 4	
Salary Components - Annual	
Particulars	Amount (Rs.)
Basic Salary (40% of Gross Salary)	121,280
Flexible Benefit Package (FBP)*	167,366
Employer contribution of PF	14,554
Gross Salary	303,200
Shift and meal allowances	30,000
Total Annual Compensation	333,200
Benefits Estimated Value	
Term Life Insurance	924
Group Accident Insurance	378
Group Medical Insurance	43,739
Employee Assistance Program and wellness resources	400
Total Benefits (1)	45,441
Gratuity	As per Payment of Gratuity Act 1972
<p>*FBP can be used for the following components:</p> <ol style="list-style-type: none"> 1. Food Coupons (Sodexo) - INR 26,400 (i.e.2200 per month) 2. Leave Travel Allowance (LTA) - up to a maximum of FBP amount available for allocation 3. House Rent allowance (HRA) - 40% of Basic for Non-Metro, 50% of Basic for Metro 4. Special Allowance - Balancing Figure, FBP minus all above components <p><i>The above are subject to applicable taxes as per the Indian law.</i></p>	
<p><i>All the above benefits are as per Company's policies and may have tax implications. These are subject to change from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policies of the Company. Benefits if not availed cannot be claimed as cash equivalent</i></p> <p><i>(1) The value above is only the estimated monetized value of the applicable benefits</i></p>	



EMPLOYMENT AGREEMENT/SPECIALIST 4

This Agreement ("**Agreement**") is between **PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited ("Company" or "PwC AC Bangalore")** and **Ashley Glen Soares ("You"** and all similar references).

1. **Definitions**

(a) "**Cessation Date**" means the effective date of cessation of your employment with PwC AC Bangalore.

(b) "**Cause**" means any of the following conduct by you:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of PwC AC Bangalore;

(iv) material failure to adhere to PwC AC Bangalore's corporate codes, policies or procedures;

(v) continued failure to meet the performance standards as determined by PwC AC Bangalore

(vi) a breach of any provision or threatened breach of any material provision of this Agreement if the breach is not cured to PwC AC Bangalore's satisfaction within a reasonable period after PwC AC Bangalore provides you with notice to your address on PwC AC Bangalore's record of the breach provided that no notice and cure period will be required if the breach cannot be cured; and

(vii) violation of any statutory, contractual, or common law duty or obligation to PwC AC Bangalore, including without limitation the duty of loyalty.

(c) "**Offer Letter**" means the employment offer letter dated **{{Dte_es_:signer1:date}}** by which you were offered employment with PwC AC Bangalore and accepted by on **{{Dte_es_:signer2:date}}**.

2. **Employment**

2.1 You accept employment on the terms of the Offer Letter and this Agreement along with its exhibits thereto until the end of your employment with PwC AC Bangalore in accordance with clause 6 of this Agreement.

2.2 Probation: You will be on probation for the first 180 days of employment, including your date of joining. This period will be on a trial basis and would be considered a continuation of the employment selection process and therefore will be termed as your probationary period with the Company. Your continued employment with the Company will be confirmed by the Company by a communication to that effect. It may be specifically noted that unless such confirmation is received by you you will continue to be on probation. The Company may at its sole discretion at any time extend this period of probation for an additional period of two (2) months or any such period as required at Company's discretion upon notice to you. During this probationary period PwC AC Bangalore may terminate your employment by giving 15 days' notice in writing or salary in lieu of notice to you with or without cause and without stating any reasons whatsoever. If you desire to terminate your employment during the probation period, you shall provide the Company 15 days prior notice in writing with reason for such termination.

2.3 By signing this Agreement, you agree to:

(a) devote your professional time and effort to PwC AC Bangalore's business and to refrain from professional practice outside of the interests of PwC AC Bangalore or any of its subsidiaries;

(b) abide by all policies of PwC AC Bangalore, current and future, including but not limited to the Equal Employment Opportunity policy attached as Exhibit A and the Anti-Harassment policy attached as Exhibit B to this Agreement;

(c) abide by the Confidentiality and Intellectual Property Agreement attached as Exhibit C to this Agreement; and



- (d) abide by the terms of the Consent Form concerning personal data attached as Exhibit D to this Agreement.
 - (e) Abide by the terms of the Exhibit E concerning past employment obligations
- 2.4 You also confirm that you are not currently bound by any agreement that could prohibit or restrict you from being employed by PwC AC Bangalore or from performing any of your duties under this Agreement.

3. **Compensation and Benefits**

As of the commencement of your employment, PwC AC Bangalore will pay you a salary as specified in the Offer Letter, less required and authorized withholdings and deductions, payable in 12 equal monthly installments in accordance with PwC AC Bangalore's normal payroll practices.

4. **Leave Entitlement**

Your annual leave entitlement will be as provided in the Leave Policy of the Company as amended from time to time.

5. **Covenants**

While employed with PwC AC Bangalore, and for 1 (One) Year after your Cessation Date you shall not directly or through anyone else solicit, employ or retain any current employee of PwC AC Bangalore. You agree that these obligations protect PwC AC Bangalore's legitimate interests without unreasonably restricting your ability to earn a living after leaving PwC AC Bangalore.

6. **Termination and Resignation**

(a) You shall retire from services immediately upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(b) The Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company This offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6 months from the Employment Commencement date failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

1. As such PwC AC Bangalore may terminate your employment on account of Cause effective immediately without giving any notice or pay in lieu of notice . .

You will only be entitled to earned and unpaid salary and salary for accrued leave and any other statutory payments (if any) until the effective termination date.

(c) PwC AC Bangalore may terminate your employment for reasons other than Cause or for no reason, effective upon at least sixty (60) days written notice or payment of the salary in lieu of such notice less any required deductions or withholdings as required by law. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the salary you are entitled to in lieu for the remaining notice period less any required deductions or withholdings, as required by law.

(d) You agree to provide PwC AC Bangalore with prior notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period unless agreed otherwise. The Company management has the discretion for any notice period waive-off based on the work obligations.

(e) In case of failure to serve the notice period, you will agree to pay equivalent gross salary in lieu of the notice period not served. The company may at its sole discretion adjust any unused vacation against notice period.

(f) The Company may require you to utilize any accrued leave during the notice period.

2. **Arbitration**

(a) All disputes between you and PwC AC Bangalore shall be resolved by arbitration in Bangalore or any other mutually agreeable location in India. Arbitral disputes include without limitation employment, employment termination claims and claims by you for employment discrimination, harassment, retaliation and wrongful termination.

(b) Arbitration shall be conducted under the auspices of the Indian Council of Arbitration before a panel of three arbitrators, which shall consist of one person selected by each of the two sides to the dispute and the third person jointly selected by the other two arbitrators.



(c) The arbitration panel shall have no authority to modify this Agreement (except pursuant to clause 8 of this Agreement) or to award punitive or exemplary damages. PwC AC Bangalore may, without waiving its right to compel arbitration, seek injunctive or other provisional relief from a court of competent jurisdiction, to prevent any arbitration award from being rendered ineffectual, to protect PwC AC Bangalore's confidential information or intellectual property or for any other purpose in the interests of PwC AC Bangalore.

The courts at Bangalore or any court of competent jurisdiction in any other state will have jurisdiction over any proceeding relating to arbitration, and may enter judgment on any arbitration award rendered or grant judicial recognition of the award or an order of enforcement.

3. **Entire Agreement**

This Agreement and the Offer Letter forms the entire agreement between you and PwC AC Bangalore regarding these matters and supersede any verbal and written agreements on such matters. In the event of a conflict between the main body of this Agreement or the Offer Letter and the Exhibits, the main body of the Agreement or the Offer Letter shall take precedence. This Agreement may be modified only by a written agreement signed by you and the Authorized Signatory of PwC AC Bangalore or their designee, provided that the policies of the Company may be amended at any time for any or no reason with or without notice to the extent permitted by law.

4. **Severability**

(a) If any provision of this Agreement is held invalid or unenforceable for any reason, the invalidity shall not nullify the validity of the remaining provisions of this Agreement.

(b) If any provision of this Agreement is determined by a court or arbitration panel to be unenforceable by reason of being overly broad in duration, geographical coverage or scope or unenforceable for any other reason, such provision will be narrowed so that it will be enforced as much as permitted by law.

5. **Waiver**

Any party's waiver of the other party's breach of any provision of this Agreement shall not waive any other right or any future breaches of the same or any other provision.

6. **Choice of Law**

The Offer Letter and this Agreement shall be governed by laws of India. You and PwC AC Bangalore consent to the non-exclusive jurisdiction and venue of the courts in Bangalore and agree that any permitted lawsuit may be brought to such courts or any other court of competent jurisdiction as provided in clause 7 of this Agreement.

7. **Assignment and Beneficiaries**

This Agreement only benefits and is binding on the parties and their permitted assigns provided that you may not assign your rights or duties under this Agreement without the express prior written consent of the other parties. PwC AC Bangalore may assign any rights or duties that it has, in whole or in part, to its affiliates and subsidiaries without your consent.

8. **Counterparts**

For convenience of the parties, this Agreement may be executed in one or more counterparts, each of which shall be deemed an original for all purposes.

9. **Survival**

Clauses: 2, 5, 7 through 13 and Exhibits C and D shall survive any termination of this Agreement or your employment (including your resignation).



The parties to this Agreement state that they have read, understood and agree to be bound by this Agreement:

For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:signer1:signature}}

Authorized Signatory

{{Dte_es_:signer1:date}}

{{Sig_es_:signer2:signature}}

Ashley Glen Soares

{{Dte_es_:signer2:date}}



EXHIBIT A

Equal Employment Opportunity

It is the policy of PwC AC Bangalore and its group of companies to provide equal employment opportunity for all applicants and employees. PwC AC Bangalore does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other legally protected classification. PwC AC Bangalore also makes reasonable accommodations for disabled employees. An employee who believes he or she has a disability and requires an accommodation should inform their Human Resources Manager so that the employee's request can be evaluated. PwC AC Bangalore prohibits the harassment of any individual and further prohibits the harassment of any individual based on any of the aforementioned legally protected classifications. Unlawful discrimination or harassment shall not be tolerated by PwC AC Bangalore.

This policy applies to all areas of employment including, but not limited to, recruitment, recruitment advertising and/or other communications media, hiring, rates of pay and other compensation, benefits, overtime, promotions, transfers, demotions, training, layoffs, or terminations, recalls, disciplinary actions and all other terms, conditions, or privileges of employment.

PwC AC Bangalore, as required by law, will establish a written affirmative program to strive for best utilization of minorities, the disabled and women throughout our workforce. The results will be reviewed no less than annually and adjusted appropriately to meet stated goals. The coordinator of this program is the Director - HC at PwC AC Bangalore.

The coordinator will be responsible for ensuring the creation of the program with the inclusion of its multiple requirements, the development of an audit procedure to measure the effectiveness of the program and the facilitation of the annual status presentation to the executive management group.

Each employee is required to abide by this policy and assist with its enforcement. Violation of this policy will result in disciplinary action, up to and including termination of employment. If an employee believes that he/she has been unlawfully discriminated against in an employment matter, please direct your concerns to the Director - HC the Equal Employment Opportunity coordinator for PwC AC Bangalore. A prompt and thorough investigation shall be conducted and a determination made as to the appropriate management response. Full cooperation by each employee asked to assist during an investigation is required and no reprisals shall result from the reporting or assisting in the investigation of, concerns related to this policy. Concerns or complaints of any retaliation should be directed to the Director-HC immediately.



EXHIBIT B

Anti-Harassment Policy

PwC AC Bangalore and its group of companies prohibits sexual or other unlawful harassment of its employees, vendors, clients or applicants, whether engaged in by company personnel, clients, customers, vendors, or others. This policy also prohibits employment actions that are based on an employee's submission to or rejection of unwelcome sexual advances or other behavior prohibited by this policy. This policy applies at PwC AC Bangalore facilities and at other locations where our employees conduct business or socialize, such as client sites or at company or client sponsored business and social functions including homes of the employees during a work from home setup and all employees are to adhere to this policy even in the course of online meetings, virtual socialization activities and/ or engaging in informal conversations during a work from home setup.

Sexual harassment is viewed as a form of employee conduct that undermines the integrity of the employment relationship. For the purposes of this policy, sexual harassment is defined as sexual behavior that is unwelcome, is personally offensive, and/or creates a hostile, intimidating or offensive work environment. PwC AC Bangalore will not tolerate sexual harassment by anyone – supervisors, employees, vendors, or clients.

Some examples of sexual harassment are:

- Unwelcome or unwanted sexual advances. This includes patting, pinching, brushing up against, hugging, cornering, kissing, or any other similar physical contact considered unwelcome by another individual.
- Requests or demands of sexual favors. This includes subtle or blatant expectations, pressures, or requests of any type of sexual favor accompanied by an implied or stated promise of preferential treatment or negative consequences concerning one's employment.
- Verbal abuse or kidding that is sex-oriented and considered unwelcome by another person. This includes comments about an individual's body or appearance (where such comments go beyond a mere compliment); off-color jokes that are clearly unwanted or considered offensive by others; or any other tasteless, sex-oriented comments, innuendoes, or offensive actions.
- Any sexually oriented conduct that would unreasonably interfere with another's work performance. This includes extending unwanted sexual attention to someone, which reduces personal productivity.
- Participation in fostering a work environment that is intimidating, hostile, or offensive because of unwelcome or unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts, or attention.
- Possession in the workplace or display of sexually suggestive objects or pictures; emails, internet sites, or other correspondence with sexually suggestive content.
- Tangible employment decisions made because of or influenced by an individual's compliance with or refusal to comply with sexual demands.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

This policy also expressly prohibits behavior that harasses an employee or applicant on the basis of his or her race, color, creed, religion, age, gender, national origin, citizenship status, marital status, sexual orientation, disability, or other category protected by Central, State, or local law. Forms of such harassment can include physical, verbal and nonverbal behavior that harasses, disrupts, or interferes with an employee's work performance or in any way creates or contributes to an intimidating, hostile or offensive work environment. This behavior includes, by way of example only, epithets, slurs, off-color jokes, threats, or posters, cartoons, emails, or drawings that are insulting, degrading, derogatory or ridiculing of one based on his or her protected status.

Behavior prohibited by this policy often can occur without the knowledge of others and what one may regard as offensive, another may not. For the company to effectively implement this policy, all persons must respond to and report behavior that violates this policy. Cooperation in preventing this type of conduct is essential.



If you believe that you have been subjected to inappropriate sexual or other behavior, you should immediately tell the offender that his or her behavior is offensive and must cease. If such a direct approach is ineffective or impractical under the circumstances, you must report such behavior to one of the persons identified below. If you have reason to believe that another employee of the company has been subjected to or has engaged in behavior that violates this policy, you should also immediately inform one of the individuals identified below.

The Internal Committee ("IC") duly constituted by PwC AC Bangalore under applicable law is available to investigate, promptly and thoroughly, any such complaint or report of inappropriate behavior. Complaints and investigations will be handled in a confidential manner consistent with the need to investigate and take corrective action.

If you are aware of conduct by anyone – including those at any level – that may be unethical, illegal or inconsistent with PwC's Code of Conduct, Our Standards, values or policies – help is available. Talk to your Human Capital Team (HR) representative. You can also report your concerns to the Ethics Helpline, anonymously if you prefer at Bangalore/Hyderabad/Kolkata/Mumbai AC: 000-800-100-1555.

In response to a meritorious complaint, PwC AC Bangalore will as necessary or appropriate, take disciplinary action against anyone found in violation of this policy, up to and including termination of employment.

Overall responsibility for PwC AC Bangalore's Equal Employment Opportunity and Sexual Harassment policy has been assigned to the Director-HC who is responsible for the implementation and enforcement of this policy.

Every employee may access this confidential system without fear of reprisal. This policy also prohibits retaliation against anyone who in good faith complains under this policy or participates in an investigation. Full cooperation by each employee asked to assist during any investigation pursuant to this policy is required. Complaints of retaliation (actual, threatened or feared) also should be directed to one of the individuals identified above.



EXHIBIT C

Confidentiality and Intellectual Property Agreement

As a material part of the consideration for my employment by PwC Service Delivery Center – Bangalore Private Limited and the salary and other compensation that I shall receive during my employment, I acknowledge and agree that, by my signature on the document to which this Confidentiality and Intellectual Property Agreement (“CIPA”) is attached as an exhibit, I also agree to this CIPA’s terms:

1.

(a) I will, both during my work for PwC AC Bangalore and thereafter, hold in confidence and not directly or indirectly reveal, report, publish, disclose, transfer or otherwise share or make any Proprietary Information (as defined below) accessible, to any person or entity, or utilize any Proprietary Information for any purpose, except in the course of my work for PwC AC Bangalore’s sole benefit. In addition, I will not remove, reproduce, transmit, summarize or copy any Proprietary Information except as expressly required by PwC AC Bangalore to enable me to perform my duties. I understand that this Section 1 is effective as of the commencement of my employment with PwC AC Bangalore or the date I acquired knowledge of any Proprietary Information, whichever is earlier.

(b) I will not knowingly use for the benefit of, or disclose to any person employed by, PwC AC Bangalore confidential information of any of my former employers or of any other third party or otherwise knowingly infringe or misappropriate any proprietary right of any third party. I represent and warrant that no contract, agreement or other obligation between or among me and any third party will interfere in any manner with my complete performance of my duties to PwC AC Bangalore or with my compliance with the terms and conditions of this CIPA. Without limiting the foregoing, I (have / have not) signed an agreement with [·], a previous employer or other entity, relating to inventions and confidential information. I (can/cannot) furnish PwC AC Bangalore with a copy of said agreement.

(c) “**Proprietary Information**” as used in this CIPA means all information or material disclosed to or known to me as a consequence of my employment with PwC AC Bangalore or any affiliate of PwC AC Bangalore (“**affiliate**” includes without limitation, for purposes of this CIPA, subsidiaries and other related entities of PwC AC Bangalore), including, without limitation, third party information that PwC AC Bangalore treats as confidential and any information disclosed to or developed by me or embodied in or relating to works for hire. Proprietary Information includes, but is not limited to discoveries, ideas, inventions, concepts, software in various states of development and related documentation, designs, drawings, specifications, techniques, methodologies, models, data, source code, object code, documentation, diagrams, flow charts, research, development, processes, training materials, templates, procedures, “know-how,” tools, client identities, client accounts, web design needs, client advertising needs and history, client reports, client proposals, product information and reports, accounts, billing methods, pricing, data, sources of supply, business methods, production or merchandising systems or plans, marketing, sales and business strategies and plans, finances, operations, and information regarding employees and other similar information (whether or not reduced to writing). Notwithstanding the foregoing, information that is publicly known and is generally employed by the trade at or after the time I first learn of such information (other than as a result of my breach of the CIPA), shall not be deemed part of the Proprietary Information.

2.

(a) All Works (as defined below) shall belong exclusively to PwC AC Bangalore and/or its affiliates, as the context may require whether or not fixed in a tangible medium of expression. Without limiting the foregoing, to the maximum extent permitted under applicable law, all Works shall be deemed to be “works made in the course of your employment with the PwC AC Bangalore” or “works made for hire”, under Section 17 of the Indian Copyright Act, 1957 (as amended from time to time) and PwC AC Bangalore shall be deemed to be the author thereof. If and to the extent any Works are determined not to constitute “works made for hire,” or if any rights in the Works do not accrue to PwC AC Bangalore as a work made for hire, I hereby irrevocably assign and transfer to PwC AC Bangalore to the maximum extent permitted by law all right, title and interest in the Works, including all copyrights (including moral rights), patents, trade secret rights, and other proprietary rights in or relating to the Works. To the extent my moral rights cannot be assigned, I hereby irrevocably and expressly waive them and agree not to assert any claims based on such rights against PwC AC Bangalore or its affiliates. Without limiting the foregoing, I hereby irrevocably assign and transfer to PwC AC Bangalore all economic rights to the Works, including the rights to reproduce, manufacture, use, adapt, modify, publish, distribute, sublicense, publicly perform and communicate, translate, lease, sell, offer for sale, import, export and otherwise exploit the Works. I shall have no right to exercise any rights to the Works. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to



copyrightable material shall not lapse nor the rights transferred therein revert to me, even if PwC AC Bangalore does not exercise the rights under the assignment within a period of 1 (one) year from the date of assignment.

I further acknowledge and agree that I waive any right to and will not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. Without limiting the foregoing, I will not have the right to and will not reproduce, adapt, modify, publish, distribute, sublicense, publicly perform or communicate, translate, lease, import or otherwise exploit the Works, except as expressly authorized by PwC AC Bangalore in the scope of my employment. I expressly acknowledge and agree that I wish to remain anonymous and not to have my name or any pseudonym used in connection with the Works. I hereby approve any and all modifications, uses, publications and other exploitation of the Works that PwC AC Bangalore or any successor or transferee thereof may elect to make, and I expressly agree that no such modifications, uses, publications or exploitations will or may cause harm to my honor or reputation. I agree that no modification, use or publication of the Works by PwC AC Bangalore or any successor or transferee thereof will be deemed to constitute a distortion or mutilation of the Works. PwC AC Bangalore shall have the unrestricted right to transfer and convey any or all of PwC AC Bangalore's rights in or relating to the Works to any person or entity.

(b) I understand that the CIPA is not intended and shall not be interpreted to assign to or invest in PwC AC Bangalore any of my rights in any inventions developed entirely on my own time without using PwC AC Bangalore's equipment, supplies, facilities, resources, or trade secret information, except for those inventions that either relate at the time of conception or reduction to practice of the inventions to the business of PwC AC Bangalore or the actual or demonstrably anticipated research or development of PwC AC Bangalore, or result from any work that I performed for PwC AC Bangalore.

(c) I will keep and maintain adequate and current written records of all inventions, original works of authorship, trade secrets or other Works in which rights vest in or are assigned to PwC AC Bangalore hereunder. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by PwC AC Bangalore. The records will be available to and remain the sole property of PwC AC Bangalore at all times.

(d) I will provide any assistance reasonably requested by PwC AC Bangalore to protect its proprietary and intellectual property rights, including, to obtain Indian or foreign letters patent and copyright registrations covering inventions, original works of authorship and other Works belonging or assigned hereunder to PwC AC Bangalore. I will execute any transfers of ownership of letters patent or assignments of copyrights or other proprietary rights transferred or assigned hereunder (including short form assignments intended for recording with the Indian, U.S. or any other foreign copyright and patent authorities, or any other entity). I understand that my obligations under this Section shall survive any termination of this CIPA or of my employment in perpetuity, provided that PwC AC Bangalore will compensate me at a reasonable rate for time actually spent performing such obligations at PwC AC Bangalore's request after such termination. If PwC AC Bangalore is unable for any reason whatsoever, including my mental or physical incapacity, to secure my signature to apply for or to pursue any application for any United States or foreign letters patent or copyright registrations or on any document transferring or assigning any patent, copyright or other proprietary right that I am obligated hereunder to transfer or assign, I hereby irrevocably designate and appoint PwC AC Bangalore and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf and in my stead to execute and file any such applications and documents and to do all other lawfully permitted acts to further the application, registration, prosecution and issuance of letters patent or copyright registrations or transfers or assignments thereof or of any other proprietary rights with the same legal force and effect as if executed by me. This appointment is coupled with an interest in and to the inventions, works of authorship, trade secrets and other Works to which any proprietary rights may apply and shall survive my death or disability.

(e) "**Works**" means:

1. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during my employment with PwC AC Bangalore (which term includes, for purposes of this entire definition, any affiliate of PwC AC Bangalore), or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and that relate to the business of PwC AC Bangalore or its actual or demonstrably anticipated research or development,
2. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during or after my employment with PwC AC Bangalore, or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and which are made through the use of any of PwC AC Bangalore's or any PwC AC Bangalore's predecessors' equipment, facilities, supplies, trade secrets or time, or which result from any work that I perform or performed for PwC AC Bangalore, and any part or aspect of any of the foregoing.



3. For purposes of Sections 2 (a), (b), (c) and (d) of this CIPA, the term PwC AC Bangalore shall mean (i) PwC AC Bangalore for any period of time during which I am employed by PwC AC Bangalore and (ii) any affiliate of PwC AC Bangalore for any period of time during which I am employed by such affiliate.
3. I will return immediately to PwC AC Bangalore all property of PwC AC Bangalore and its affiliates (including without limitation all Proprietary Information, documents, notes and other work product) in my possession or control, including duplicates, when I leave my employment or whenever PwC AC Bangalore may otherwise require that such Proprietary Information and other property be returned.
4. I will comply, and do all things necessary to assist PwC AC Bangalore to comply, with the laws and regulations of all governments under which PwC AC Bangalore does business, and with the provisions of contracts between PwC AC Bangalore and any such government or its contractors, or between PwC AC Bangalore and any private contractors, that relate to intellectual property or to the safeguarding of information, including the signing of any confidentiality agreements required in connection with the performance of duties during my employment with PwC AC Bangalore.
5. I understand and agree that the provisions of this CIPA shall remain in full force and effect in accordance with their terms notwithstanding any termination of my employment with PwC AC Bangalore for any or no reason.
6. The CIPA constitutes the entire agreement between PwC AC Bangalore and me with respect to the subject matter hereof and supersedes all prior and/or contemporaneous understandings, agreements or communications, whether oral or written, on such subject matter, provided that the provisions of any other written agreement between PwC AC Bangalore and me shall remain in full force and effect in accordance with its terms.
7. The CIPA shall be governed by and construed and enforced in accordance with the laws of India.
8. The CIPA may not be amended or modified except by a written document signed by me and a duly authorized representative of PwC AC Bangalore. The waiver of any right hereunder shall not be binding unless set forth in writing signed by the waiving party, and shall not bar the exercise of any other right or of the same right on any other occasion.
9. The CIPA shall be binding upon and inure to the benefit of me, PwC AC Bangalore and its affiliates, successors and assigns, provided, however, that I understand that I may not assign my rights or delegate my obligations under this CIPA without the express prior written consent of PwC AC Bangalore. Without limiting the foregoing, the rights of PwC AC Bangalore hereunder may be assigned in whole or in part without my consent to any of PwC AC Bangalore's affiliates or to any other entity that, whether by merger or otherwise, acquires all or substantially all of the assets, business or stock of the office or branch in which I work.
10. If any provision of this CIPA is held invalid or unenforceable for any reason, the invalidity shall not affect the validity of the remaining provisions of this CIPA, and the parties shall substitute for the invalid provision a valid provision which most closely approximates the intent and economic effect of the invalid provision.
11. I acknowledge and understand that any breach by me of any of Sections 1, 2, 3 or 4 of this CIPA will cause PwC AC Bangalore and its affiliates to suffer irreparable harm for which damages are an inadequate remedy and are difficult to calculate. Accordingly, I agree that PwC AC Bangalore and its affiliates will be entitled, without limiting any other available legal or equitable remedies, to injunctive relief (without the need to post any bond or other security) to enforce the terms of the CIPA in whole or in part and to prevent any breach or threatened breach of any of those Sections.



EXHIBIT D

Consent Form

I acknowledge and agree that PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited and its affiliates or related bodies corporate want to develop a global human resources database in support of PwC AC Bangalore's legitimate business purposes.

These legitimate business purposes include, without limitation:

- (a) the submission of proposals to clients and potential clients of PwC AC Bangalore;
- (b) the compilation of directories;
- (c) the organization of security procedures;
- (d) the processing of worker compensation and insurance claim and the management of human resources.

I therefore understand and agree that PwC AC Bangalore hold, collect, receive, store, record, have access to, process and transfer personal information about myself ("**Personal Data**"), including, without limitation:

- (a) identification data such as my name, home address, telephone and fax number, personal email address, date of birth, social security number, citizenship, ID and passport number and/or other employee identification number, marital status;
- (b) employment data such as my salary, job title, resumes, applications, copies of school, college and university diplomas, background verification information, entitlement to stock options, employment references;
- (c) financial information such as bank account numbers and tax related information; and
- (d) other information necessary to PwC AC Bangalore's legitimate business purposes, which I may voluntarily disclose in the course of my application and subsequent employment with PwC AC Bangalore.

I understand that, unless allowed or required by laws and/or regulations, PwC AC Bangalore does not, as a general rule, collect sensitive data, such as information about racial and ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, sexual orientation, health information, etc. However, if I have voluntarily in any way disclosed information of that nature to PwC AC Bangalore, I understand that PwC AC Bangalore may not be able or may be able only with disproportionate effort to delete this information from its database and I agree to the use, disclosure, processing and transfer, including cross-border transfer, of these information, even though it is possible that the recipient of such information may not be bound by similar obligations to protect such information.

I understand and agree that relevant Personal Data are transferred or shared:

- (a) among PwC AC Bangalore affiliates for the purposes of, and in connection with, personnel administration, planning and management of my employment relationship with PwC AC Bangalore; and
- (b) with other individuals joining PwC AC Bangalore and using PwC online tools for on-boarding purposes; and
- (c) to third parties assisting PwC AC Bangalore in the administration and management of my employment relationship with PwC AC Bangalore, including without limitation, payroll management companies, pension plan companies, health insurance companies or agencies, credit card companies, background verification providers and others that have entered into vendor program agreements with PwC AC Bangalore for the provision of their services to PwC AC Bangalore and its employees.

I also understand and agree that PwC AC Bangalore hold, collect, receive, store, have access to, use, disclose, process, and transfer Personal Data for purposes of its legitimate business interests and may do so even after my departure from PwC AC Bangalore either for a reasonable period of time to allow me to join the PwC AC Bangalore Alumni Network or for the applicable statutory period.



I understand that the companies transferring my Personal Data and the recipients of my Personal Data, both PwC AC Bangalore affiliates and third parties, may be located in any country including any country outside of India or my country of origin and/or residence.

I hereby consent to the collection, reception, possession, use, processing and transfer by PwC AC Bangalore of my Personal Data, in electronic or any other form, including transborder transfer of Personal Data, for the purposes and to parties described above.

I understand that I am responsible to, and may, at any time, review certain of my Personal Data, by accessing PwC AC Bangalore's web page and make any necessary amendments to it to ensure that my Personal Data is up to date, and that PwC AC Bangalore may not be held liable for any damages incurred by me as a result of PwC AC Bangalore's use, processing and transfer of inaccurate Personal Data provided by me.

I hereby consent to having modifications to my Personal Data done in electronic format rather than in writing. If, however, wherever this option is available to me, I choose to send any requests for modifications of my Personal Data to PwC AC Bangalore other than in the electronic format, I acknowledge and agree that delays can occur in the processing by PwC AC Bangalore of this written request for modification and that additional PwC AC Bangalore employees and/or agents may have to access certain of my Personal Data for that purpose.

I agree to promptly notify PwC AC Bangalore in writing of any change in my Personal Data or any unauthorized use or unauthorized disclosure of my Personal Data.

I understand that I may, at any time, withdraw the consents hereby given to the processing by PwC AC Bangalore and/or its agents of my Personal Data by notifying PwC AC Bangalore in writing of such withdrawal. As a result of my consent withdrawal, in certain cases, I may no longer be eligible for certain benefits, including employment and/or employment benefits and services currently provided to me by PwC AC Bangalore and/or the third parties selected by PwC AC Bangalore to render such services to the extent the Personal Data affected by my consent withdrawal was necessary to process my benefits.

I agree to abide by all policies of PwC AC Bangalore, including the Protection of Personal Data Policy as this Policy can be modified from time to time at PwC AC Bangalore's sole discretion.



Exhibit E

Past Employment Related Obligations

This is with reference to the Employment Offer Letter and Terms and Conditions of Employment issued to me by PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited (“**PwC AC**”), which were duly accepted by me and constitute my employment agreement with PwC AC (“**Employment Agreement**”).

I hereby represent, warrant, confirm and reiterate to PwC AC that I am currently not subject to any agreement, arrangement, understanding or legal obligation to any prior employer or other party which restricts or prohibits me from being employed by PwC AC or fully performing any of my duties under the Employment Agreement or engaging in any activity that I am required or expected to perform in connection with my employment with PwC AC. I have complied with all my post-termination obligations and will comply with continuing obligations with my previous employers and no person or entity has any claim against me.

I agree and undertake to keep in confidence all proprietary information, knowledge, or data acquired by me in any of my previous employments and refrain from disclosing the same to PwC AC, bringing it into PwC AC’s premises, using it in the performance of my duties for PwC AC or inducing PwC AC to use the same.

I understand that I will be solely liable if any information or material disclosed or used by me during my employment with PwC AC infringes on any trademarks, copyrights, patents, or any other intellectual property of any previous employer or any other third-party or violates my continuing confidentiality obligations towards them. I agree to indemnify, protect and hold harmless PwC AC (including its directors, officers and employees) for any loss, damage or other liability incurred by it (including its directors, officers and employees) for any act done or omission on my part during my employment with PwC AC which is not in good faith or without exercise of due diligence, honesty and fairness and which is in breach of the provisions of this undertaking.

The undertaking constitutes an integral part of my employment terms with PwC AC and is to be read in conjunction with my Employment Agreement.

{{Sig_es_:signer2:signature}}

Ashley Glen Suares

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Ashley Glen Soares,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

From,

Mr. Satish Kumar,
Director,
Avega Business Solutions Pvt. Ltd.,
#118, 1, 80 Feet Rd, 8th Cross,
HAL 2nd Stage, Indiranagar,
Bengaluru – 560008.

To,

Ms. Ayesha Khanum,

Dear Madam,

Subject: Offer of employment with Avega Business Solutions Pvt. Ltd.

We are pleased to offer you employment as **Accounts Executive** of Avega Business Solutions Private Limited. Your employment will be on the terms and conditions set forth herein together with those set out in the General Conditions of Employment.

1. **Date of Response:** You are required to positively accept or reject this offer in writing within 4 days of receiving this offer letter.
2. **Date of Commencement of Employment:** Your date of commencement of employment will be informed shortly.
3. **Role and responsibilities.** Your designation will be **Accounts Executive** You will for the time being, be in this role. However, your functions and roles shall be as determined or specified from time to time by the Company or any officer, employee or director thereof at the Company's sole and absolute discretion. Any position, designation or title given to you is merely descriptive and for the sake of convenience and shall play no role in defining or constricting or modifying your functions and roles. You shall perform and discharge your duties and functions in a faithful, competent, reasonable, diligent and professional manner. You shall implement all reasonable and lawful directions given to you by the Company. You shall keep the Company promptly informed of all material activities of the Company as soon as such

activities come to your notice, as also such other matters as the Company may from time to time specify.

4. **Location.** You will be required to report for employment for the first time at our office located at #118, 1, 80 Feet Rd, 8th Cross, HAL 2nd Stage, Indiranagar, Bengaluru – 560008. You will be required to exercise your employment on that premises or any other premises occupied or used by the Company at any time in the future. You may be required to exercise your employment from offices of the Company’s clients or associates. You may also be required to travel to places outside Bengaluru to exercise your employment there. You may also be permitted or required to work from home, although you will not be entitled to work from home as a matter of right. You may not, at your instance, work from outside Bengaluru except with the prior Written Consent of your Superior Officer.
5. **Leave.** You will be entitled to two (2) days of leave for every month of service which shall stand credited to you on the expiry of each such month. This would include sick leave, paternity leave, and all other kinds of leave except maternity leave.
6. **Probation.** You will be on probation for an initial period of three months from the date of employment. During the period of probation, the Notice Period will be fifteen Days. If you are not so relieved, and in the absence of any correspondence from the Company to the contrary within three Working Days of the end of the period of probation, your employment stands automatically confirmed. The Company may, at its absolute and sole discretion, confirm your employment, extend your period of probation, or terminate your employment at any time during or within three Working Days after the period of probation.
7. **Remuneration:** You will be remunerated as follows-

Particulars	Amount (p.a)	Amount (p.m)
Basic pay	1,20,000	10,000
HRA	48,000	4,000
PF Employer contribution	14,400	1,200
Other allowance	57,600	4,800
Total	2,40,000	20,000
Less: PF contribution (employer and employee)		(2,400)
Net Pay		17,600

Note: During the first 3 months of probation, you will be paid a stipend of Rs. 10,000.

8. **Background Checks.** You Consent to the Company conducting, at any time, such background or other checks as are necessary in its sole discretion to validate or otherwise inquire into your identity, the particulars of your education and work experience, your criminal background, and any other matter that affects your character or your ability to properly carry out your responsibilities. In this course, the Company has a right to require you to furnish such information or documents (including by way of confirmation of facts otherwise within the knowledge of the Company) as it thinks fit. Your failure or refusal to furnish such information will entitle the Company to either withdraw this offer or terminate your employment with neither notice nor compensation as the case may be.
9. **General Conditions of Employment.** The contents of this letter of offer do not represent the whole of the terms and conditions of your employment. Your acceptance of this offer amounts to your acceptance not just of the terms set out herein but also of those set out in the General Conditions of Employment, a copy of which has been sent to you along with this letter of offer. These General Conditions of Employment may be amended by the Company from time to time. You will be notified of such amendments. Your consent to such amendments may be communicated to the Company in the modes specified in the General Conditions. Your employment is thus on the terms set out in both these documents. To the extent that the terms of this letter are at variance with the General Conditions of Employment, this letter will prevail. Various terms used in this letter are defined in the General Conditions of Employment.
10. **Policies.** Your acceptance of this offer also amounts to your consenting to complying with the policies, procedures, handbooks and other regulations of the Company including those that govern the conduct of its business.
11. **Exclusivity obligations.** You recognise, acknowledge and accept that your employment with the Company will be a full-time employment. You further acknowledge and accept that you will not be permitted, during the period of your employment, to undertake any other employment, trade, business, calling or profession whatsoever without the prior Written Consent of the Company which may be granted, modified or withdrawn in whole or in part in the absolute sole discretion of the Company. Accordingly, you will not hold any other professional, executive, managerial or directorial positions or responsibilities in or in relation to any entity other than the Company without the prior Written Consent of the Company. You agree and undertake that any non-professional or non-business activities undertaken by you (such as trading in listed securities) shall not adversely affect your ability to devote time and attention to the business and affairs of the Company. You shall do your best to

promote the business and interests of the Company. You further agree to give a commitment of 3 years of employment with the company. In case you leave the company before the said period, the company shall not provide any experience certificate.

12. **Furnishing of information.** You are required to furnish the information and documents sought in the accompanying Employee Information Form as a precondition to employment. Your engagement by the Company as an employee is conditional upon your furnishing such information. The Company has a right to terminate you without Notice or pay in lieu of Notice if any such information or document is found at any time to be false, incomplete or otherwise deficient. You are required to inform the Company promptly of any changes to such information or documents and may be required by the Company at any time to declare such information to be current and correct.
13. **Other obligations.** You may be required to undertake other obligations and enter into other agreements on various subjects including but not limited to non-disclosure, intellectual property, etc. either generally, or on specific occasions or in specific circumstances.

Please sign in the space provided below to signify your acceptance of the terms of your employment as contained in this letter of offer and in the General Conditions of Employment.

For **AVEGA BUSINESS SOLUTIONS PVT. LTD.**



Satish Kumar,
Director.

Place: Bengaluru
Date: 10th April 2024

I hereby accept the offer made in its terms, and consent to the terms of my employment with Avega Business Solutions Pvt. Ltd. as contained in this letter of offer and in the General Conditions of Employment and set and subscribe my hand hereto in token thereof. I confirm that both these documents were made available to me, that I have read and understood them fully, and that I consent to them of my own free will.

Place: Bengaluru

Date: _____



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **B Lakshmi Poojitha**,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



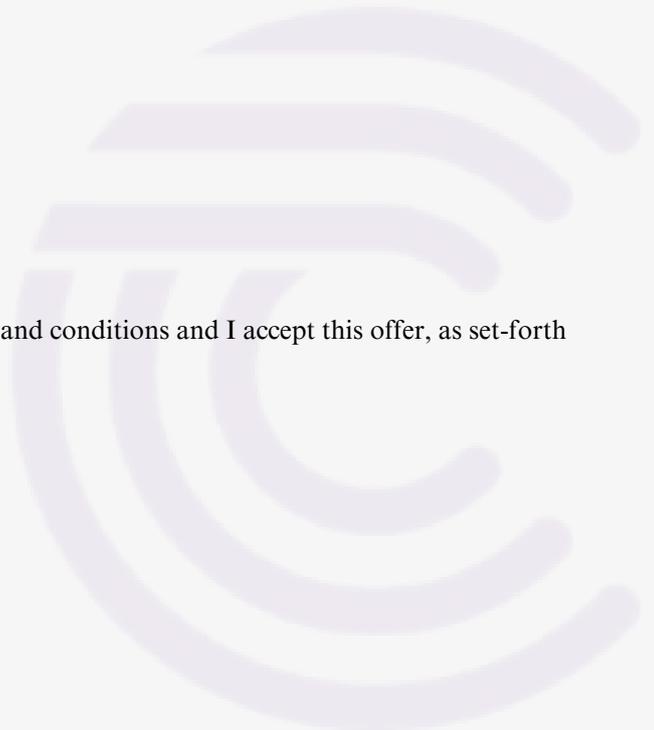
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **C illyas Basha**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **C.M Sanjay**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Chaithanya Ram S,**

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



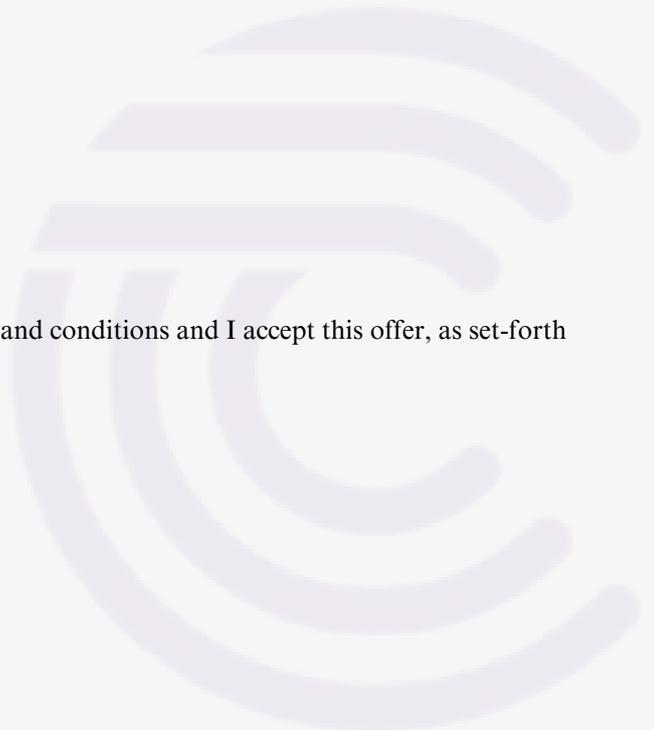
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Chethan L,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Chiranth Sp,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

From: **Bhaskar B S** <bhaskar@smaowl.com>
Date: Mon, Dec 18, 2023 at 4:51 PM
Subject: Codeyoung : Selected Candidates Batch of 2024
To: <premkumar@indianacademy.edu.in>
Cc: TA Team <TATEAM@smaowl.com>

Hi **Mr. Prem**,

I hope this message finds you well. I wanted to express my gratitude for inviting us to conduct a campus drive for the students of **Indian Academy**. It was a great experience for us to be a part of the exclusive Campus Drive of 2024.

I would like to extend my thanks to the Placement team of **Indian Academy**, with a special mention to our **POC Prem**, for all the assistance provided in planning our campus interviews. We deeply appreciate the expertise of the coordinators in handling the logistics, meeting arrangements, multimedia presentations, and organizing the event.

Regarding the selections, I am pleased to inform you that we have selected the following students for the role of **International Sales Specialist**.

Name	Contact No:	Gmail ID
Raabiya Begum	raabiyabegum8215@gmail.com	9606656623
Allen Philip George	allenphilip2001@gmail.com	9108952325
Md Tameem	mtameem99@gmail.com	9620799971

Kindly inform us of the joining dates so that we can share the offer letters accordingly.

Also, **We request you to Block these students for Codeyoung.**

We appreciate your assistance and look forward to a long-term association with **Indian Academy**.

Please note that our company policy requires the candidate to carry their own laptop

--

Bhaskar BS
Human Resources - Lead
Contact No: 9686488346

bhaskar@smaowl.com
www.codeyoung.com

Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

2 messages

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>
To: hariskhanoff005@gmail.com
Cc: premkumar@indianacademy.edu.in

Thu, Jul 11, 2024 at 4:07 PM

Dear Haris,

We are pleased to inform you that you have been selected under **NATS (National Apprentice training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

We believe that your time with us will be mutually beneficial and provide you with the opportunity to develop your skills and gain valuable experience. Should you have any questions or need further information, please do not hesitate to reach out to us.

Kindly share your Provision certificate along with the below mentioned documents by the end of July'24, So that we can initiate your onboarding process. You will receive the formal offer letter once the complete documents are received from your end.

S.No	Document type	Mandatory
1	Aadhaar card	Yes
2	Valid Personal Email ID (will be required to activate account and Login)	Yes
3	Mobile number	Yes
4	Passport size photograph Format: JPEG, Size: Less than 1 MB	Yes
5	Aadhaar seeded/mapped Bank account details	Yes
6	Qualifying Degree / Provisional Certificate/ all Education document, Format: PDF, Size: Less than 1 MB	Yes
7	First page of Bank passbook / Bank account statement, Format: PDF, Size: Less than 1 MB	Yes
8	PAN card	Yes
9	College Detail Name with address for 12 + Graduation	Yes

Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

Happy to Help
[Pooja Mishra | People & Culture](#)

[#IAmMediBuddy](#)

This e-mail is confidential and may also be legally privileged. If you are not the intended recipient, please notify us immediately; you should not copy, forward, disclose or use it for any purpose either partly or completely. If you have received this message in error, please delete it and all copies from your system and notify the sender of this email. Internet communications cannot be guaranteed to be timely, secure, error or virus-free. Also, the Web/ IT/ Email administrator might not allow emails with attachment. Thus the sender does not accept liability for any errors or omissions. If you encounter any problem in opening the attachments, please check if your web/e-mail administrator allows emails with attachments. Depending on the personal spam filter settings, this email might be directed to your junk folder rather than Inbox. Please check in both folders.

Haris Khan <hariskhanoff005@gmail.com>
To: pooja.mishra@medibuddy.in
Cc: premkumar@indianacademy.edu.in

Thu, Jul 11, 2024 at 6:54 PM

I accept the offer.

[Quoted text hidden]

Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

1 message

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>
To: ayeshakhanum0114@gmail.com
Cc: premkumar@indianacademy.edu.in

Mon, Jul 1, 2024 at 4:21 PM

Dear Ayesha,

We are pleased to inform you that you have been selected under **NATS (National Apprentice training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

We believe that your time with us will be mutually beneficial and provide you with the opportunity to develop your skills and gain valuable experience. Should you have any questions or need further information, please do not hesitate to reach out to us.

Kindly share your Provision certificate along with the below mentioned documents by the end of July'24, So that we can initiate your onboarding process. You will receive the formal offer letter once the complete documents are received from your end.

S.No	Document type	Mandatory
1	Aadhaar card	Yes
2	Valid Personal Email ID (will be required to activate account and Login)	Yes
3	Mobile number	Yes
4	Passport size photograph Format: JPEG, Size: Less than 1 MB	Yes
5	Aadhaar seeded/mapped Bank account details	Yes
6	Qualifying Degree / Provisional Certificate/ all Education document, Format: PDF, Size: Less than 1 MB	Yes
7	First page of Bank passbook / Bank account statement, Format: PDF, Size: Less than 1 MB	Yes
8	PAN card	Yes
9	College Detail Name with address for 12 + Graduation	Yes

Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

--

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Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

1 message

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>
To: Darshini Abi <darshiniabi16@gmail.com>
Cc: premkumar@indianacademy.edu.in

Mon, Jul 1, 2024 at 4:20 PM

Dear Darshini,

We are pleased to inform you that you have been selected under **NATS (National Apprentice training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

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8	PAN card	Yes
9	College Detail Name with address for 12 + Graduation	Yes

Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

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Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

7 messages

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>
To: Kavithakarnan401@gmail.com
Cc: premkumar@indianacademy.edu.in

Mon, Jul 1, 2024 at 4:23 PM

Dear Kavitha,

We are pleased to inform you that you have been selected under **NATS (National Apprentice training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

We believe that your time with us will be mutually beneficial and provide you with the opportunity to develop your skills and gain valuable experience. Should you have any questions or need further information, please do not hesitate to reach out to us.

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Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

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Mr. Premkumar Placements - IAGI <premkumar@indianacademy.edu.in>
To: "Ms. Preethi G. S" <preethi.ugcommerce@iadc.ac.in>

Tue, Jul 2, 2024 at 11:38 AM

[Quoted text hidden]

Kavitha Karnan <kavithakarnan401@gmail.com>
To: "Pooja Mishra (HR Business Partner)" <pooja.mishra@medibuddy.in>

Wed, Aug 21, 2024 at 9:12 AM

Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

1 message

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>
To: Toufeeq Khan <toufeeqkhantm@gmail.com>
Cc: premkumar@indianacademy.edu.in

Mon, Jul 1, 2024 at 4:21 PM

Dear Toufeeq,

We are pleased to inform you that you have been selected under **NATS (National Apprentice training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

We believe that your time with us will be mutually beneficial and provide you with the opportunity to develop your skills and gain valuable experience. Should you have any questions or need further information, please do not hesitate to reach out to us.

Kindly share your Provision certificate along with the below mentioned documents by the end of July'24, So that we can initiate your onboarding process. You will receive the formal offer letter once the complete documents are received from your end.

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8	PAN card	Yes
9	College Detail Name with address for 12 + Graduation	Yes

Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

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Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>
To: Ramlal Patel <Ramlal78patel@gmail.com>
Cc: premkumar@indianacademy.edu.in

Mon, Jul 1, 2024 at 4:22 PM

Dear Lakshmi,

We are pleased to inform you that you have been selected under **NATS (National Apprenticeship training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

We believe that your time with us will be mutually beneficial and provide you with the opportunity to develop your skills and gain valuable experience. Should you have any questions or need further information, please do not hesitate to reach out to us.

Kindly share your Provision certificate along with the below mentioned documents by the end of July'24, So that we can initiate your onboarding process. You will receive the formal offer letter once the complete documents are received from your end.

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8	PAN card	Yes
9	College Detail Name with address for 12 + Graduation	Yes

Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

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Congratulations on Your Selection as a Trainee at Medibuddy under NATS Scheme

1 message

Pooja Mishra (HR Business Partner) <pooja.mishra@medibuddy.in>

Mon, Jul 1, 2024 at 4:23 PM

To: Ritu Ray <rituray622@gmail.com>

Cc: premkumar@indianacademy.edu.in

Dear Ritu,

We are pleased to inform you that you have been selected under **NATS (National Apprentice training Scheme) at Medibuddy**. Your skills, qualifications, and enthusiasm have greatly impressed us, and we are excited to welcome you to our team.

Details of Your Apprenticeship:

- **Start Date:** 5th August 2024
- **Role Type** - Trainee
- **Duration:** 1 year
- **Location:** IBC Knowledge Park, Tower C, 4th Floor, Bannerghatta Road, Bangalore, Karnataka - 560029
- **Supervisor:** [Supervisor's Name and Contact Information]

We believe that your time with us will be mutually beneficial and provide you with the opportunity to develop your skills and gain valuable experience. Should you have any questions or need further information, please do not hesitate to reach out to us.

Kindly share your Provision certificate along with the below mentioned documents by the end of July'24, So that we can initiate your onboarding process. You will receive the formal offer letter once the complete documents are received from your end.

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9	College Detail Name with address for 12 + Graduation	Yes

Once again, congratulations on your selection. We look forward to your contributions and are excited to embark on this journey with you.

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Privileged and Confidential

13 June 2024

Sally Sangmuankim

Bangalore

Dear **Sally Sangmuankim**

1) We are pleased to offer you the position of **Sr Splst Procurement Ops** in Level 2 at Target Corporation India Private Limited ('Target India/ Company'). Working here means not only being a part of a Fortune 50 company and one of America's leading retailers - it's a chance to care for and invest in our communities. Here, we value people, nurture relationships, and create equitable growth opportunities for all. It's how we care, grow, and win together as one Target team. As agreed, you will join Target India on **08/07/2024**

Please review Offer letter and respond with a written confirmation/acceptance within 5 working days beyond which Target India will have the option to withdraw the offer. Please note that this offer is contingent upon your ability to join on the mutually agreed Joining Date. In the event you are unable to join on or earlier than the Joining Date Target India will have the option to withdraw this offer. Your offer and employment with Target India is subject and contingent upon the successful completion of the background verification checks to the satisfaction of Target India.

Your projected gross annual compensation, on a **Cost to Company Basis (CTC)** is Rs. **₹347,750/- based on the following:**

- Your **Total Fixed Compensation** is Rs. **₹3,25,000.00**
- For those team members whose basic is less than the defined bonus calculation ceiling as stipulated under law, we wish to bring to your notice that the "Special Allowance" portion of your CTC also includes a statutory bonus as per the requirement of the "Payment of Bonus Act, 1965". The statutory bonus component will reflect as a separate item in your pay slip.
- Target India shall contribute a stipulated amount towards the Employees Provident Fund ("EPF"). The statutory deduction is calculated based on the basic salary threshold mandated under the law.
 - i) If your basic salary is below the threshold as stipulated under law, Target India shall calculate contributions to EPF on the threshold. If the basic salary exceeds the threshold as stipulated under law, Target India shall calculate contributions on the basic pay per month, towards EPF.
 - ii) If you hold International Worker status, the statutory contribution towards EPF is calculated on the sum total of basic salary and special allowance.
- Your Short Term Incentive (STI) Plan percent for the current fiscal year is **7%** (Rs. **₹22,750.00**) of your annual base salary. This is based on a Corporate Performance Score of 100%. However, your actual STI payout will vary based on both company and individual performance.
- STI payouts are prorated for any pay changes during the year and based on the number of days during the fiscal year a team member is in an incentive eligible position.
- To be eligible to receive the STI payout you must be employed by Target India on the date of payment of the STI. Please note that if you are not employed by Target India on the date of the STI payout in a given fiscal year, you will not be eligible to receive the STI payout for that year.

2) Your gross compensation will be subject to applicable deduction of taxes at source in compliance with prevailing income tax regulations, and other statutory deductions. The detailed break-up of the compensation offered to you is outlined in **Annexure 'A'** to this letter. In addition to your compensation, you will be eligible for benefits in accordance with the prevailing Target India benefit policies.

3) Target India's compensation programs are industry competitive and are designed to reward and recognize performance. As a Target India team member, you will receive regular reviews and may receive a base pay increase based on your performance. Please note that as a new hire at Target India, your eligibility for incentives will be pro-rated based on your date of joining the Company. If you have joined Target India on or after November 1, 2024, you will not be eligible for incentives payable at the end of March 2025.

4) You will be initially based at the Target India offices in Bangalore. However, to support our continued growth and/or business needs you may be transferred to the offices of any subsidiary, associate companies or client/partner offices in India or overseas. In such cases, the terms of your employment with Target India may be governed by the terms and conditions applicable to the new location/company. You may be required to work out side of the regular business hours, as informed by your respective manager/managers from time to time and in accordance with applicable laws.



5) For team members with more than 6 months of experience, 90 calendar days from the date of joining Target India will be considered a Learning Period. Less than 6 months of experience, first 180 calendar days from the date of joining Target India will be considered a Learning Period. However, based on the assessment of your performance during the Learning period, Target India, at its sole discretion, may extend your Learning Period to a maximum of 90 calendar days. When you successfully complete your Learning Period, your employment with Target India will be confirmed.

6) In accordance with Target India's exit policy, in the event you decide to resign from Target India during your Learning Period, you will be required to serve a 15 day notice period. Similarly, Target India can terminate your employment during the Learning Period with a 15 day prior written notice or pay in lieu of notice. Upon expiry of the Learning period and consequent confirmation as a Target India employee, you may resign from Target India with a written notice period of sixty (60) days. Target India however reserves the sole right to waive the notice period or a part thereof, or accept payment from you in lieu of such notice period. Similarly, Target India can terminate your services without assigning any reasons whatsoever by giving sixty (60) day notice in writing or in its sole discretion, by paying salary in lieu of the un-served notice period.

7) Target India may terminate your services by giving a written notice period of sixty (60) days or salary in lieu thereof. Notwithstanding anything mentioned in this Agreement, Target India may terminate your employment with immediate effect without notice or payment in lieu of notice for Cause (defined below). Target India may also terminate employment with immediate effect, without any notice or payment in lieu of notice, on grounds prescribed under the law or Target India's policies. Notwithstanding the foregoing, the mere failure to achieve performance objectives will not constitute Cause. Target India may perform appropriate background checks based on information and documentation that you provided or are requested to provide at the time of joining employment. Failure to provide the necessary documentation may result in termination of your employment with Target India. Your employment with Target India is subject to and contingent upon the successful completion of the background checks to the satisfaction of Target India.

8) We wish to make your transition to Target India as smooth as possible. Two critical components in such a transition are your pay and benefits coverage. In order to ensure that you receive uninterrupted continuance of your salary and benefits during your transition, you are required to submit various documents as detailed in **Annexure 'B'** for our records on or before joining Target India.

9) In addition, you are required to bring either a relieving letter from your most recent employer or confirmation from your most recent employer that your resignation has been accepted. If you do not have this documentation on the Date of joining you will not be allowed to work with Target India until acceptable documentation has been provided. Further you agree to provide all such documents as are requested for by Target India to enable Target India to perform appropriate background verification checks. Target India reserves the right to withdraw this offer at its sole discretion if you fail to provide all or any of the documentation requested.

10) Your appointment at Target India will require you to be bound by the prevailing code of conduct, as well as other company policies, procedures and guidelines in relation to your personal and professional conduct that are communicated to you from time to time. Further, this offer confirmation is contingent upon receiving satisfactory feedback on reference checks conducted by Target India.

11) New team member induction takes place at Target India. At induction you will learn more about Target, our competitive benefits and our company policies. You will also have an opportunity to meet new team members like yourself and senior leaders that set the direction for Target India.

We look forward to seeing you on **08/07/2024 at 9:15 AM** to attend **Target Welcome**. Welcome to the Target India!

Sincerely,

Target India Human Resources



Related Definitions

Unless repugnant to the context, in this Agreement the expressions mentioned below shall have the meaning as follows:

"Agreement" includes the recitals and annexures to this employment agreement and any amendments made to this agreement by the Parties in writing;

"Applicable Law" means any statute, law, regulation, ordinance, rule, judgment, notification, order, decree, byelaw, permits, licenses, approvals, consents, authorizations, government approvals, directives, guidelines, requirements or other governmental restrictions, or any similar form of decision of, or determination by, or any interpretation, policy or administration, having the force of law of any of the foregoing, by any authority having jurisdiction over the matter in question, whether in effect as of the Effective Date or thereafter;

"Cause" means, as reasonably determined by Target India, the occurrence of any of the following: 1) any commission of gross negligence and / or willful misconduct on the part of the TM during the course of employment; 2) the TM has engaged in fraud, embezzlement, theft, commission of a crime, or dishonesty etc. during the course of employment; 3) engaging in any activity that you know or should know is detrimental to the interests of Target India, its business or reputation; 4) material failure to adhere to Target India's corporate codes, policies or procedures; 5) a breach of any covenant in your employment or any intellectual property agreement, 6); failure by you to substantially perform your duties or follow management direction and if such failure is not cured to Target India's satisfaction within a reasonable period of time after a written demand for substantial performance is delivered to you; or 7) violation of any statutory, contractual duty or obligation to Target India.

"Date of Termination" means:

1. if your employment is terminated by Target India for Cause, the date of receipt of the Notice of Termination or any later date specified therein, as the case may be,
2. if your employment is terminated by Target India other than for Cause, the Date of Termination shall be your last day of employment;
3. in the event of your resignation from the Target India, the Date of Termination shall be the date communicated by Target India in this respect.

"Person" means any natural person, limited or unlimited liability company, corporation, partnership (whether limited or unlimited), proprietorship, Hindu undivided family, trust, union, association, government or any agency or political subdivision thereof or any other entity that may be treated as a person under Applicable Law;

"Proprietary Information" means and includes, but is not limited to, information about software programs, source or object code, algorithms, trade secrets, designs, know-how, domain names, processes, data, ideas, techniques, works of authorship, business and product development plans, customer lists, terms of compensation and performance levels of Target India TMs, Target Corporation's customers and other information concerning the Target Corporation's actual or anticipated business, research or development, prices and pricing structures, marketing and sales information, product lines and any information and materials relating thereto, or which is received in confidence by or for Target India from any other person, whether or not it is in written or permanent form.



Annexure 'A'
COMPENSATION BREAKUP

Name	Sally Sangmuankim	Total Projected CTC*	₹347,750
Designation	Sr Spclst Procurement Ops	Total Fixed Compensation	₹3,25,000.00
Effective Date	08/07/2024		
Level	2		
Fixed Compensation	Annual	Monthly	
Basic	₹1,30,000.00	₹10,833.00	
House Rent Allowance	₹52,000.00	₹4,333.00	
Special Allowance	₹1,27,400.00	₹10,617.00	
Target India contribution to PFV	₹15,600.00	₹1,300.00	
Short Term Incentive Plan			
STI Payout at Goal	₹22,750.00		
<p>*Special Allowance includes the following flexible benefit component to assist in planning your taxes:</p> <ul style="list-style-type: none">• Leave Travel Allowance (LTA) based on actual spent or up to INR 50,000 as defined by LTA policy and twice in a block of four years. <p>∇Target India shall contribute a stipulated amount towards the Employees Provident Fund ("EPF"). The statutory deduction is calculated based on the basic salary threshold mandated under the law.</p> <ul style="list-style-type: none">- If your basic salary is below the threshold as stipulated under law, Target India shall calculate contributions to EPF on the threshold. If the basic salary exceeds the threshold as stipulated under law, Target India shall calculate contributions on the basic pay per month, towards EPF.- If you hold International Worker status, the statutory contribution towards EPF is calculated at on the sum total of basic salary and special allowance.			

* Subject to Target India Company policies.



Annexure 'B'

List of documents to be submitted on the date of joining Target India Please bring along the originals for verification

SL No	
1	All education certificates and mark sheets (X/XII/Graduation/Post Graduation/Diploma)
2	Relieving letter from most recent employer or acceptance of your resignation from most recent employer (to be followed within 30 days by actual relieving letter)
3	Copy of a valid photo ID (e.g. Pan Card/Driver's License/ Passport)
4	One (1) self-passport size photograph
5	PAN Card
6	Aadhar card
7	Cancelled Cheque leaf for the PF form
8	PF Contribution Statement from Universal Account Number (UAN) passbook portal. Link: https://passbook.epfindia.gov.in/MemberPassBook/Login *In case your current employer has a PF Trust, then contact them for the PF contribution statement and bring it on the day of onboarding.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **D.P CYRIL JASHUA**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Danush M,**

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



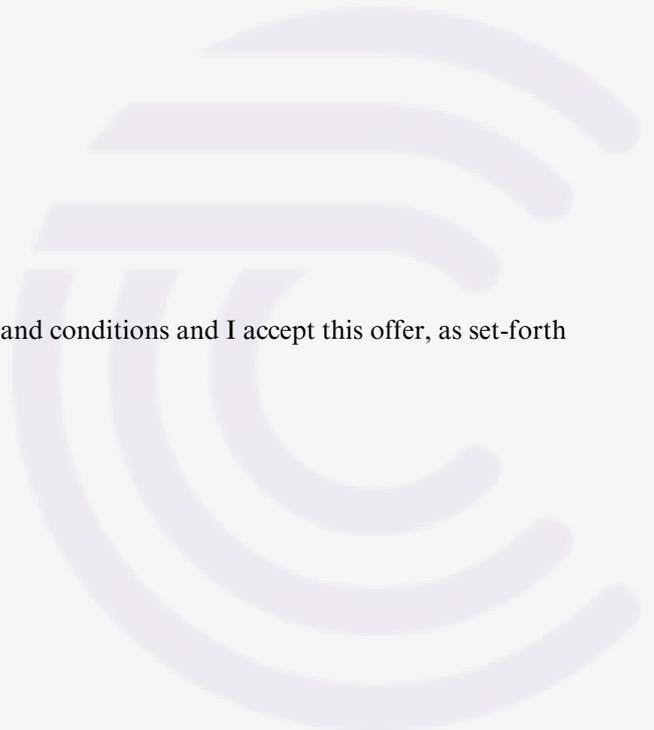
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Deepak Chetry**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Devi Priya**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20234512440/Bangalore/BPS/BTN

Date:10/01/2024

Dear Ms. Meena B,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20234512440

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

No 42, Think Campus, Electronic City phase II, Bangalore - 560 100, Karnataka India

Ph.: +91 80 6724 2000 Fax 91 80 2852 1910 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20234512440/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245249367/Bangalore/BPS/BTN

Date:10/07/2024

Dear Mr. Balaji Manjunath,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245249367

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245249367/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245249385/Bangalore/BPS/BTN

Date:10/07/2024

Dear Mr. Danush M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245249385

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245249385/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20245250814/Bangalore/BPS/BTN
Date:10/07/2024

Dear Mr. Deepak Chetry,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245250814/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245257945/Bangalore/BPS/BTN

Date:10/07/2024

Dear Mr. Madhan Abishek D,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245257945

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245257945/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245311633/Bangalore/BPS/BTN

Date:10/07/2024

Dear Ms. Bhoomi M,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245311633

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245311633/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245312445/Bangalore/BPS/BTN

Date:10/07/2024

Dear Ms. Ajitha Roy Dasari S,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245312445

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245312445/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245425627/Bangalore/BPS/BTN

Date:10/07/2024

Dear Ms. Tina Daniel,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245425627

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245425627/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245437097/Bangalore/BPS/BTN

Date:10/07/2024

Dear Mr. Stanley Richard,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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Private and Confidential

TCSL/DT20245437097

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Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245437097/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245461485/Bangalore/BPS/BTN

Date:10/07/2024

Dear Ms. Bhargavi Bk Bk,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245461485

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

No 42, Think Campus, Electronic City phase II, Bangalore - 560 100, Karnataka India

Ph.: +91 80 6724 2000 Fax 91 80 2852 1910 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245461485/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Provisional Offer : BUSINESS PROCESS SERVICES

Ref: TCSL/DT20245477539/Bangalore/BPS/BTN

Date:10/07/2024

Dear Ms. Mezan Khanum,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL)**. You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

Private and Confidential

TCSL/DT20245477539

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

No 42, Think Campus, Electronic City phase II, Bangalore - 560 100, Karnataka India

Ph.: +91 80 6724 2000 Fax 91 80 2852 1910 E-mail: corporate.office@tcs.com, Website: <http://www.tcs.com>

Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021

Corporate Identification No. (CIN): L22210MH1995PLC084781



Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

Yours Sincerely,

For **Tata Consultancy Services Limited.**

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click Here](#) or use a QR code scanner from your mobile to validate the offer letter

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20245477539/Bangalore/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:



Date: 10-July-2024

EXPRESSION OF INTEREST

To,

Edwin Sushanth

Dear Candidate,

We (iPRIMED) are reaching out to you about your application for a potential role with our client (Accenture Solution Private Limited). We wanted to share some important information on the hiring process that we will follow:

- You will go through our review process.
- You will participate in 3-4 weeks of training with us.
- Post the training; you will be assessed with client interviews and assessments.

Please note:

- Training and assessments are part of the evaluation process. If you meet all the expectations of the role and clear these rounds, the position will be offered.
- All documents submitted by you are verified by the client. Receiving the offer letter is contingent on the background check being cleared.
- You have agreed to attend this training voluntarily and our client is not liable for any issues/claims related to your decision to take the training.

Feel free to reach out to us in case you have any queries!

Please let us know if you have any queries in this regard.

Thanks

Best Regards

Nikhil Kumar



iPRIMED
Authorized Signatory



CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

This Confidentiality and Non-Disclosure agreement (“**Agreement**”) is made and entered into as on the Effective Date -----
(**mention the date**) by and between (iPRIMED Educational Solutions Private Limited), a corporation with its offices in India and its related
trainee----- (Name as per **Aadhar card**) , aged about -----**[Age]** years, holding PAN -----**[PAN]** and
presently residing at -----**[Address]** (“**Trainee**”).

(Both Disclosing Party and Receiving Party are hereinafter collectively referred to as the “Parties” and individually each as a “Party”.)

WHEREAS:

1. The Company is issuing this Letter of Expression of Interest (“**EOI**”) to the Trainee pursuant to the Trainee’s selection as ‘Employee’ at Accenture Solution Private Limited, which training shall be rendered by iPRIMED Education Solutions Private Limited (“**iPRIMED**”)
2. As a trainee, you will have access to “Accenture solution private limited” confidential information. You may be required to sign a Non-Disclosure Agreement at the beginning of Training Period or thereafter.
3. As a trainee, you agree that all intellectual property of the Company, including without limitation the training material shared by iPRIMED during the Training Period, the Company’s name/ logo, the EOI, IPRIMED training sessions, Training materials, Practice assessments, training delivery medium and pedagogy, received or witnessed by Trainee, during the Training Period (“**Intellectual Property**”) is the exclusive property of the Company and shall be covered under the scope and ambit of Confidential Information.
4. iPRIMED may have the right to evaluate your performance and manage/supervise you during the Training Period, subject to necessary approvals from **Accenture Solution Private Limited**.
5. During the Training Period, you shall abide by reasonable instructions of **Accenture Solution Private Limited** and/or iPRIMED personnel.
6. This letter is **not an offer of employment** and you are not entitled to claim employment with **Accenture Solution Private Limited** and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. **Accenture Solution Private Limited** shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

IN WITNESS WHEREOF the Parties hereto have caused these presents to be executed on the Effective Date.

Effective Date. | _____ |.



iPRIMED Educational Solutions Private Limited

Nikhil Kumar



By:

Title:

Service Delivery Manager / HR

Date: 27- May- 2024

TRAINEE

Signature : _____

Printed Name : _____

Date (DD/MM/YYYY): _____



July 11, 2024

Edwin Sushanth

2nd main 1st cross behind NGEF Krishnaynapalya Bengaluru 560038

Dear Edwin,

We, Alorica (India) Private Limited are impressed with your credentials and are happy to make an offer of employment as **Customer Experience Agent**. We believe you will be a valuable addition to the Company, and we wish you all the success.

Terms and Conditions:

1. Your total Cost to Company will be CTC of 268001 - (Twenty Lakh Sixty Eight Thousand One Rupees Only) per annum and will be subject to deduction of tax at source as per statutory regulations and applicable laws. The detailed break-up of your compensation, perquisites and benefits will be furnished to you in the appointment letter issued on the day of joining.
2. You are required to join on Friday, July 12, 2024 and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.
3. You are requested to report at 9AM Friday, July 12, 2024 to complete the joining formalities at the address mentioned below:

Office Address: Alorica (India) Private Limited, Pritech Park SEZ Block12, Bellandur Village, INDIA.

4. At the time of joining, you are requested to submit the copies of the following documents:
 - Application for Employment
 - Non-Disclosure Agreement
 - Copy of Educational Certificates (10, 10+2, Graduation, Post-Graduation, Course Certifications, if applicable)
 - Pay Slip for the last 3 months of your employment from the previous employer
 - Service and Relieving letters from all previous employers
 - Proof of identity: Copy of Passport, Driving License, Voter ID Card or PAN Card (anyone).
 - Copy of Full Aadhaar.
 - 6 passport size photographs (With White Background).
 - Other new hire paperwork as required by the Company

Please note that the Company reserves the right to withdraw the offer made to you, before your

acceptance of the same, without providing any reasons to you.

Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner and return to the under signed within 24 hours of receipt of the offer, as a token of your acceptance and mentioning the date of your joining the Company. You will be issued a detailed Appointment Letter with terms & conditions on the day of joining.

We welcome you to the Company and look forward to a long and mutually beneficial association.

Sincerely,

For Alorica (India) Private Limited

**Annexure 2
Salary on CTC basis**

Description	Per Month	Per Annum
Fixed Salary (A)		
Basic	10,844	130,128
House Rent Allowance (50% of Basic)	5,422	65,064
Special Allowance	402	4,818
Gross Pay (A)	16,668	200,010
Retirals (B)		
PF Contribution by Employer	1,350	16,194
ESIC (@3.25% of Gross Pay)	542	6,500
Gratuity (4.81% of Basic)	522	6,259
Sub Total - Retirals	2,414	28,953
Benefits (C)		
Statutory Bonus	3,253	39,038
Sub Total - Benefits	3,253	39,038
Total CTC (A+B+C)	22,335	268,001
Variable Pay (D)		
Night Shift Allowance	4,000	48,000
Performance Incentive (up to 10%)	1,667	20,001
Sub-Total Variable Pay (D)	5,667	68,001
Total Earning Potential (A+B+C+D)	28,002	336,002

Note:

***ex-Gratia Bonus** or Advance Statutory Bonus will be paid in accordance with "The Payment Bonus Act 1965"

****Variable Pay** such as Travel and Night Shift Allowance shall be paid in accordance with our Company Policies. The management reserves the right to modify/ amend/ withdraw/ continue with the plans at its discretion. Performance Linked Incentives is subject to individual performance and shall be paid contingent to employee being active in the

system at the time / date of payout - monthly/quarterly/annually as defined in the program subject to your meeting the criteria set for specific process where you have been deployed for that period.

Additional Benefits:

Hospitalization, Life Insurance, Accident Coverage and Wellness benefits as per applicable Company Policies.

On Tue, Mar 12, 2024 at 5:39 PM SAVYASACHI DASGUPTA /HR SO/ICICIPRU/Banga <savyasachi.gupta@iciciprulife.com> wrote:

Dear Premkumar,

Hope you are doing well,

I would request you to share the date with us enabling us to conduct the campus drive.

Warm Regards,

Savyasachi Dasgupta

Human Resources



From: VEENA MANOHAR /HR SO/ICICIPRU/Banga <manohar.veena@iciciprulife.com>

Sent: Wednesday, March 6, 2024 12:58 PM

To: Mr. Premkumar Placements - IAGI <premkumar@indianacademy.edu.in>

Cc: Riju Maurna /HR SO/ICICIPRU/Banga <riju.maurna@iciciprulife.com>; SAVYASACHI DASGUPTA /HR SO/ICICIPRU/Banga <savyasachi.gupta@iciciprulife.com>; Ajithkumar C M /HR SO/ICICIPRU/Banga <ajithkumar.c@iciciprulife.com>

Subject: Campus Drive (NT)_ Indian Academy Group of Institutions (IAGI), Bangalore

Dear Premkumar,

Greetings from ICICI Prudential Life Insurance!

We, at ICICI Prudential, firmly believe in offering fulfilling career opportunities and in this regard, it is an honor to partner with your prestigious institute to identify and hire suitable talent. We wish to hire **graduates** who will pass out in 2024.

Our Company details along with the role offered is enclosed for your reference. Please share the list of interested students and suitable date/time to conduct Campus Recruitment Drive.

About the Program:

Learning & Growth is a core employee value proposition at ICICI Prudential Life and the Company recognises the need to create a strong bench for future **team leaders** in all the geographies. The Company aims to develop internal talent to take up larger responsibilities wherever possible by following a systematic cadre building process.

With this objective in mind, the Graduate Trainee Programme has been designed. Under this programme, fresh graduates will go through a detailed orientation programme followed by placement in assigned business functions. The idea behind this is to give exposure to young talent such that they learn on the job and can be groomed as future sales & distribution team leader.

Job overview of various Sales & Distribution channel:

Agency	Bancassurance	Direct Marketing
--------	---------------	------------------

<ol style="list-style-type: none"> 1. Recruit, train and create a team of life insurance advisors 2. Generate revenue through these set of advisors by <ol style="list-style-type: none"> a. Acquiring new customers b. Cross-selling and upselling to the existing set of customers 	<ol style="list-style-type: none"> 1. Induct and facilitate bank staff to cross sell / up sell our products to bank customers 2. Liaise with bank staff to acquire / enhance relationship with prospective / existing customers 	<ol style="list-style-type: none"> 1. Utilize your personal and professional network through referencing and cold-calling to generate revenue 2. Acquire new customers through leads provided by the company
---	---	--

AGP & Benefits details: (May vary based on the location category)

Component	Amount
Fixed Pay	3,00,000.
Sales Incentives	Based on performance
Benefits	Amount
Local Conveyance	2500
Mobile Reimbursement	As per the policy
Mediclaim	4,00,000
Group Term Insurance	15,00,000
Accidental Insurance	30,00,000

Kindly let us know in case of any query.

Regards,

Veena Manohar

Human Resources



SAVYASACHI DASGUPTA /HR SO/ICICIPRU/Banga <savyasachi.gupta@iciciprulife.com>

Mon, Mar 25, 2024 at 11:39 AM

To: "Mr. Premkumar Placements - IAGI" <premkumar@indianacademy.edu.in>

Cc: Riju Maurna /HR SO/ICICIPRU/Banga <riju.maurna@iciciprulife.com>, VEENA MANOHAR /HR SO/ICICIPRU/Banga <manohar.veena@iciciprulife.com>, Ajithkumar C M /HR SO/ICICIPRU/Banga <ajithkumar.c@iciciprulife.com>

Dear Premkumar,

We are pleased to inform you that below list of selected students have been selected as Graduate Trainee with ICICI Prudential Life Insurance.

Please consider this email as a confirmation of their candidature with us.

SI.NO	Name	Contact No.
1	Ambrish Kumar P	9980410628
2	Anu R	7795635715
3	Balaji Manjunath	8762414703
4	C.M Sanjay	8088972635
5	Danush M	78993 88191
6	Darshini M	91411 02003
7	Meera. A	9071230358
8	Prasad.S	9886915494
9	S.Madhusudan	8494804334
10	Sandeep Sharma	78922 53969
11	Saniya Parveen	8971629017
12	Sanjana M	7306438868
13	Shreyas K Gowda	9611948619
14	Spoorthi DV	9663756663
15	TANUJA.P	9632503676
16	Vijayrathna Sonone	7204250760

Kindly note that:

1. Candidates can be placed in locations across sales channels as per business requirement.
2. Candidates with backlogs/ATKT at the time of joining will not be eligible for offer letter.
3. Offer letters will be generated post submission of required documents by the candidate.

Warm Regards,

Savyasachi Dasgupta

Human Resources





August 16, 2024

Bhargavi Bk
OMBR Layout # 348 Back side of Vincent Polotic Church
Bangalore
KA560043

Dear Bhargavi,

Further to our discussions, we have the pleasure to offer you an appointment with Aon Consulting Private Limited ("Company/AON") as per the terms of reference given below.

1. Appointment

1.1 During the course of your employment, you will be governed by the rules, regulations and other company policies (together the "Company Policies") as enforced and as may be amended from time to time and accessible to the employees via the Company's intranet.

1.2 Subject to your accepting this appointment letter and reporting to duty on or before August 29, 2024, your appointment is effective from the date of joining.

1.3 You will be required to report to our office at IN-KA-Bengaluru-SJR. You will be reporting to such person in Company as may be indicated to you from time to time. However, your services are transferable and you can be seconded or deputed by the Company to any of its operations or operations of its associate companies in India or abroad. The Company further reserves the right to transfer your employment to any other company or legal entity, as part of any transfer of undertaking of the Company or as part of any restructuring or amalgamation or such other plan implemented by the Company or by which the Company is bound, on such terms and conditions as applicable to such plan.

1.4 Your appointment is subject to the verification of your credentials, testimonials and other particulars mentioned by you in your application for employment made to the Company. If the particulars given by you are the opinion of the Company in any way found to be inaccurate or misleading and/or it is found that you have not disclosed relevant information, your employment shall be automatically cancelled and your services will be terminated with immediate effect.

2. Probation & Confirmation

2.1 You shall be on a probationary period of 180 days. During this period, your performance will be reviewed and if found satisfactory your employment will be confirmed on completion of this period, unless otherwise communicated by the Company. In the event the Company, at its sole discretion, extends the term of probation for such a period as it may deem fit, any such extension of probation shall be duly communicated to you in writing. Your performance will be continuously evaluated during such extended probationary period and if found satisfactory, your employment will be confirmed in writing on completion of this period.

3. Working Hours

3.1 Your working hours will be as advised to you by your superiors from time to time and you may be expected to work beyond the standard working hours to achieve the results whenever your job so requires. Ordinarily you will be required to work for a minimum of 40 hours each week. You will be advised by your Supervisor or Manager of the working hours, break periods and weekly rest day(s). It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work, apart from the fact that strict disciplinary action may be taken against you.

4. Leaves

4.1 You will be entitled to leaves in accordance to the Company Leave Policy. All colleagues are encouraged to avail their accumulated leave balance, to ensure sufficient rest period away from work place as it is in the best interests of the associate and the firm to take annual leave. However, you must obtain prior approval of the concerned Manager prior to availing leaves.

5. Termination

5.1 Either party may terminate this appointment by giving 60 days notice in writing to the other party without assigning any reasons thereof. Your resignation shall not automatically be assumed to be accepted from the date of its communication to the Company and will be subject to the fulfilment of notice period, proper handover and any other conditions as may be communicated to you in writing by the Company. The Company reserves the right not to accept the payment in lieu of the notice and at its sole discretion may enforce the complete or part of the notice period to effectuate a proper handover of the charge to the sole satisfaction of the Company.

In the event termination is initiated by you, the Company may at its sole discretion, relieve you from such date as it may deem fit, even before the expiration of the notice period. Under these circumstances, the Company will ordinarily pay you compensation for the unexpired period of the notice period. The Company at its discretion reserves the right to withhold compensation, without incurring any liability should there be a material breach of your duties or obligations, or gross indiscipline or misconduct in this period.

5.2 The Company may terminate your services immediately without any compensation or notice thereof, if you are in material breach of your duties or non-performance or obligations, or commit breach of trust or gross indiscipline or misconduct or commit breach of any applicable law or; of the Company Policies and Code of Business Conduct or any of the terms and conditions set forth herein, which breach either (i) is incapable of remedy; or (ii) if capable of remedy, has not been remedied by you for at least 5 days after receipt of notice from the Company. Such material breach would include your failure to comply with or committing breach of the provisions contained in this appointment letter, gross misconduct, financial irregularities, breach of confidentiality/non-disclosure, breach of any applicable law or regulation, breach of the Company's Code of Business Conduct, refusal to carry out reasonable instructions and the like. The said right of the Company is without prejudice to its rights in law or equity to initiate other legal action as it deems fit to protect its interests.

5.3 In the event of your continuous absence for a period of 10 working days or more, without formal request or permission from the management for the same, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the Company.

5.4 Subject to earlier termination of this engagement, you shall retire on your 60th birthday or the day immediately preceding such date, if your birthday does not fall on a working day.

5.5 Upon severance of your employment with the Company, it is agreed that any assets and amounts due to the Company by you shall be held in trust by you for and on behalf of the Company and subject to the provisions of this agreement, the Company commits itself to hold all amounts due to you in trust for you and on your behalf. The Company shall have the right to retain any amounts otherwise payable to you to satisfy any of your obligations as a result of any breach of this agreement.

5.6 The Company may proceed against you to seek injunction in an appropriate court of law against your working in any other company/firm/business before you are relieved from the Company. In addition to any other remedies which the Company may have at law or in equity, you agree that the Company shall have the right to have all provisions of this agreement specifically performed including the post employment restrictions stipulated in clauses 7 and 11.

5.7 The terms of this offer are strictly confidential between you and the Company and any breach of this confidence will be viewed with utmost seriousness. Your obligations set forth in paragraphs 6,7,8 and 11 survive expiration or termination of your employment contract with the Company.

6. Confidentiality & Employment Policy

6.1 In the course of your assignment with the Company, and by virtue of the position held by you, you may acquire information, technical or otherwise, including any computer software, trade secrets, design, technology, ideas, know-how, processes, formulas, compositions, data, techniques, improvements, inventions, work of authorship, business and product development plans, and other information concerning the Company's actual or anticipated business, research, and development or that is received by the Company, which is confidential or proprietary to company or it's subsidiaries or affiliates, it's customers, subcontractors or any other person or company having any kind of association or relationship with the Company, and or it's affiliates or subsidiaries (together "Confidential Information"). You shall keep and maintain strict confidentiality of such Confidential Information and data that may come to your possession or knowledge by virtue of this engagement, use such information only as may be required in the normal course of your work and shall not disclose or divulge any such information or data, without prior written consent of an authorized officer of the Company.

6.2 You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such Confidential Information to third parties or make use of such information for your own benefit or otherwise howsoever.

6.3 You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other Confidential Information, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

6.4 Upon expiry or termination of your employment with Company, you will return and surrender to Company, all such Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases that came to you or were entrusted to you in the course of your employment and shall not retain any copy thereof in any form whatsoever.

7. Disclosure of Information

7.1 You shall not, except in the course of your duties or unless ordered to do so by a court of competent jurisdiction, either during or anytime after your employment with us, use or disclose to any person, firm or corporation any information relating to the organization, its business, clients or trade secrets which have come into your possession in the course of your employment with us including public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to Company or its subsidiaries or affiliates, customers, sub-contractors or any other person or company having any kind of association or relationship with Company and/or its subsidiaries or affiliates, except with prior written approval of Company.

8. Intellectual Property Rights

8.1 All intellectual property rights in any work or material developed by you during the course of your employment shall belong to and be the property of Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by Company, during or after the term of this engagement, you shall assign and transfer in favor of Company or, at the request of Company, in favor of any of its subsidiary, affiliate, customers or other persons, all intellectual property rights in such works or materials and shall execute such deeds and documents, as Company may require, to effectually vest in Company, any of its subsidiary, affiliate or customers as Company may require, any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual property properties or rights of any other persons.

9. Compensation

9.1 Your annual gross compensation will be the aggregate of (A) Total Salary & Allowances and (B) Benefits as set forth in the Annexure ("Compensation") and will be subject to deduction of tax at source. Your Compensation will be reviewed periodically as per the Company/Division/Practice compensation review cycle.

The Company assumes no responsibility for your personal tax affairs, and your tax liability in respect of your compensation is entirely your responsibility. Provided however, Company may from time to time, withhold any tax as may be required by applicable law. It is a condition of your employment that you will abide by the Company's Policies of maintaining strict confidentiality of the compensation you receive from the Company.

9.2 It is however clarified that the Benefits as set forth in Part B of the Annexure respectively are provided on a voluntary basis by the Company in accordance with the Company Policy in force at present, and hence are liable to (i) change from time to time; or (ii) be withdrawn any time. During the term of your employment with Company, you will be subject to all such applicable rules and regulations in accordance with the Company Policy as may be in force from time to time.

10. Learning & Development

10.1 During the course of your employment with the Company, you may be required to undergo some training programs or engage in some process implementation or other skill enhancement activities in or abroad. Company will bear the costs and expenses in relation to such programs. However, you will be required to be in the employment of Company for a minimum specified period after such programs, failing which you will be required to reimburse such costs and expenses incurred by the Company in relation to such programs. Regarding the aforesaid, the Company reserves the right to ask you to sign an agreement/bond associated with the training/assignment. In the event of any breach of the conditions associated with the bond the Company will invoke the appropriate penalty clauses and you will be liable to pay the damages as provided in the said agreement/bond. Your refusal to undergo such programs on such terms would be considered as a material breach of the terms of employment and in such case, Company shall have the right to terminate this engagement, by giving you 5 days notice as referred to in clause 5 above, without being under obligation to make any payments to you.

11. Non Competition Agreement

In addition to the aforesaid, in the event of your separation from the Company for whatever reason:

11.1 You agree that you shall perform your duties, as may be assigned to you from time to time, with diligence, devotion and discretion. While in the employment of Company, you shall (a) use your best endeavor to defend and promote the business interests of Company; (b) devote your full time, attention and efforts to serve Company; and (c) whether by yourself, your employees, agents, or otherwise, and whether on your own behalf or for any other person, or entity in India or elsewhere, not directly or indirectly engage or be interested in engagement, practice of any business, profession or vocation, including any activity, which competes with activities of the Company or conflicts with your position in the Company (including without limitation, accepting employment with, be employed or engaged or joining services or otherwise interested in any business of any competitor and/or, client of the Company, or any other third party). You confirm that as on the effective date of your appointment, you do not have any business, professional or other interests that may be conflicting with any of the foregoing statements. Since your appointment with the Company is on a full time basis, you shall not take up any assignment, including those in the nature of any business, profession or vocation, without prior written consent of the Company, which consent may be granted at Company's sole discretion.

12. Should any provision of this Letter be held invalid or unenforceable, such invalidity will not invalidate the whole of this Letter and the remainder of this Agreement will remain in full force.

13. In the event of any dispute or claim arising under this Agreement or in connection with the conditions of employment under this Agreement, such dispute or claim shall be referred to the arbitration in pursuance of the Arbitration and Conciliation Act, 1996. The Company shall in the event of any such dispute or difference, have the right to nominate an Arbitrator as the Sole Arbitrator to adjudicate upon the dispute/difference. The seat of the Arbitration shall be Delhi. Parties also agree to submit themselves to the exclusive territorial jurisdiction of the Courts at Delhi. Parties also agree to submit themselves to the exclusive territorial jurisdiction of the courts at Delhi. The arbitration proceedings shall be conducted in the English Language. The fees of the Arbitrator shall be paid equally, in the first instance, by both parties, subject to the final adjudication of costs by the Arbitrator at the time of passing the award.

14. Service Agreement

14.1 During the course of your employment with the Company, you may require to undergo some training programs or engage in some process implementation or other skill enhancement activities in India or abroad and you shall be intimated of the same and the estimated amount involved during your offer process.

14.2 Regarding clause number 14.1, the Company reserves the right to ask you to sign a Service Agreement associated with such skill enhancement activities.

14.3 As and when you are in receipt of a copy of the Service Agreement you are required to read it in full and fill and submit to the Company.

14.4 You understand that the Service Agreement has to be duly filled and signed by you before date of joining. Failing to do so, may lead to the extending of date of joining the Company. Failure to sign the Service Agreement within 2 days of joining may lead to legal action/termination of employment against you.

14.5 You understand the Company has the right to pursue legal action if there is a breach of Service Agreement signed by you during the course of your employment.

We take this opportunity to congratulate you on your selection and look forward to a long and mutually beneficial association with you. We trust our relationship will be guided by a quest for excellence in all facets of our interactions as well as based on a foundation of mutual respect and sincerity in all dealings. Welcome aboard!

Sincere regards,

For Aon Consulting Private Limited

Makeish Shenoy

Authorized Signatory

I hereby agree and accept to the terms of this employment contract in its entirety and any amendments, additions hereto. I also promise to adhere to and abide by the Company Policy as enforced and amended from time to time.

Name: Bhargavi Bk

Signed by:

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8/16/2024



Compensation and Benefits Worksheet

Candidate Name: Bhargavi Bk
Location: IN-KA-Bengaluru-SJR
Role: IND Analyst I
Aon Level: 8 Role Level

	Per Annum	Per Month
Fixed Compensation		
Basic Salary	₹ 165,000.00	₹ 13,750.00
Company's contribution to PF*	₹ 21,600.00	₹ 1,800.00
Flexible Salary	₹ 126,600.00	₹ 10,550.00
Fixed Compensation	₹ 313,200.00	₹ 26,100.00
	Per Annum	Per Month
Statutory Bonus#	₹ 16,800.00	₹ 1,400.00
A. Total Salary & Allowances	₹ 330,000.00	₹ 27,500.00
B. Other Benefits		

Current benefits available to you are as follows. Please refer to the latest company policies** (will be made available at the time of joining)

	Benefit Value***	Eligibility
Medical Hospitalization Insurance as per Company policy	₹ 500,000.00	Yes
Medical Benefit under the ESI Act (Applicable to employees with monthly gross compensation less Employer's Contribution to Provident Fund)	As per the Act	No
Life Insurance (3 times of Total Salary & Allowances)	₹ 990,000.00	Yes
Personal Accident insurance (3 times of Total Salary & Allowances)	₹ 990,000.00	Yes
Gratuity	As per the Act	
Annual Earned leaves Entitlement	21 days	Yes
Annual Sick leaves Entitlement	12 days	Yes
Annual Casual leaves Entitlement	Applicable to Noida Only	Yes
Aon Holidays	10 Days	Yes
Transportation	As per the Company Policy	Yes

PF Clause - Two PF Options shall be offered to employee at the time of joining, and employee may choose any one option before their first payroll.

Option 1 - *The Company's & employee's contribution to Provident Fund is @ 12% of Basic salary each. (In case PF Contribution while choosing Option 1 is less than Rs.1800 per month then PF will be deducted at Rs.1800 per month.

Option 2 - Standard deduction of 1800 per month towards PF contribution each from company & employee's side calculated @ 12% of Rs.15,000.

If Option 2 of PF is chosen, remaining amount of Company's contribution is added to Flexible Salary. Further, the amount of 1800 per month will increase in case of change in law of land relating to PF.

In case no option is chosen, the PF deduction shall be considered as 12% of Basic Salary plan or minimum Rs.1800 per month whichever is higher for the ongoing financial year.

Please note that employee will be able to change option only once during the financial year.

Flexible Salary - Flexible Benefit Policy enables Aon colleagues to understand and manage the flexible pay component of their salary by determining which components may be availed to what extent and their related requirements, as per taxation rules.

The flexible benefit components include:

- Meal card Tax-free Component
- Telephone Reimbursement Tax-free Component
- Professional Development Allowance Tax-free Component
- Leave Travel Allowance • National Pension Scheme Tax-free Component
- Fuel Reimbursement
- House Rent Allowance (HRA)

The scope and eligibility of each tax-free component within the flexible allowance will vary per Aon Role Levels. Please refer to policy details when you join Aon

**Subject to change. Please refer to the latest company policies (will be made available at the time of joining)

***Cash in lieu (in case the benefit is not availed) is not payable

Statutory bonus though due within 8 months after the closure of financial books (on 31 March every year), shall be paid in advance every month on the maximum slab applicable (i.e. 20% of Rs.7,000/-) under the Payment of Bonus Act, 1965.

In case of ESI Eligibility as per ESI Act - Employee's contribution @ 0.75% on gross salary less Employer's contribution to PF and Employer's contribution @ 3.25% will be made by the Company directly to the Authorities for eligible employees.

Colleagues with Noida as base locations will be entitled for 7 casual leaves.

Read and Accepted

Name: Bhargavi Bk

Signed by:



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8/16/2024



August 16, 2024

Chandana R

#4, 2nd cross Guddadahalli V Nagenahalli Main Road Hebbal

Bangalore

KA560032

Dear Chandana,

Further to our discussions, we have the pleasure to offer you an appointment with Aon Consulting Private Limited ("Company/AON") as per the terms of reference given below.

1. Appointment

1.1 During the course of your employment, you will be governed by the rules, regulations and other company policies (together the "Company Policies") as enforced and as may be amended from time to time and accessible to the employees via the Company's intranet.

1.2 Subject to your accepting this appointment letter and reporting to duty on or before August 29, 2024, your appointment is effective from the date of joining.

1.3 You will be required to report to our office at IN-KA-Bengaluru-SJR. You will be reporting to such person in Company as may be indicated to you from time to time. However, your services are transferable and you can be seconded or deputed by the Company to any of its operations or operations of its associate companies in India or abroad. The Company further reserves the right to transfer your employment to any other company or legal entity, as part of any transfer of undertaking of the Company or as part of any restructuring or amalgamation or such other plan implemented by the Company or by which the Company is bound, on such terms and conditions as applicable to such plan.

1.4 Your appointment is subject to the verification of your credentials, testimonials and other particulars mentioned by you in your application for employment made to the Company. If the particulars given by you are the opinion of the Company in any way found to be inaccurate or misleading and/or it is found that you have not disclosed relevant information, your employment shall be automatically cancelled and your services will be terminated with immediate effect.

2. Probation & Confirmation

2.1 You shall be on a probationary period of 180 days. During this period, your performance will be reviewed and if found satisfactory your employment will be confirmed on completion of this period, unless otherwise communicated by the Company. In the event the Company, at its sole discretion, extends the term of probation for such a period as it may deem fit, any such extension of probation shall be duly communicated to you in writing. Your performance will be continuously evaluated during such extended probationary period and if found satisfactory, your employment will be confirmed in writing on completion of this period.

3. Working Hours

3.1 Your working hours will be as advised to you by your superiors from time to time and you may be expected to work beyond the standard working hours to achieve the results whenever your job so requires. Ordinarily you will be required to work for a minimum of 40 hours each week. You will be advised by your Supervisor or Manager of the working hours, break periods and weekly rest day(s). It is expressly agreed that if you fail to perform the work according to the scheduled working hours or you resort to stoppage of work, whether alone, or with others, you will be entitled to receive salary only in proportion to the working hours during which you actually performed work, apart from the fact that strict disciplinary action may be taken against you.

4. Leaves

4.1 You will be entitled to leaves in accordance to the Company Leave Policy. All colleagues are encouraged to avail their accumulated leave balance, to ensure sufficient rest period away from work place as it is in the best interests of the associate and the firm to take annual leave. However, you must obtain prior approval of the concerned Manager prior to availing leaves.

5. Termination

5.1 Either party may terminate this appointment by giving 60 days notice in writing to the other party without assigning any reasons thereof. Your resignation shall not automatically be assumed to be accepted from the date of its communication to the Company and will be subject to the fulfilment of notice period, proper handover and any other conditions as may be communicated to you in writing by the Company. The Company reserves the right not to accept the payment in lieu of the notice and at its sole discretion may enforce the complete or part of the notice period to effectuate a proper handover of the charge to the sole satisfaction of the Company.

In the event termination is initiated by you, the Company may at its sole discretion, relieve you from such date as it may deem fit, even before the expiration of the notice period. Under these circumstances, the Company will ordinarily pay you compensation for the unexpired period of the notice period. The Company at its discretion reserves the right to withhold compensation, without incurring any liability should there be a material breach of your duties or obligations, or gross indiscipline or misconduct in this period.

5.2 The Company may terminate your services immediately without any compensation or notice thereof, if you are in material breach of your duties or non-performance or obligations, or commit breach of trust or gross indiscipline or misconduct or commit breach of any applicable law or; of the Company Policies and Code of Business Conduct or any of the terms and conditions set forth herein, which breach either (i) is incapable of remedy; or (ii) if capable of remedy, has not been remedied by you for at least 5 days after receipt of notice from the Company. Such material breach would include your failure to comply with or committing breach of the provisions contained in this appointment letter, gross misconduct, financial irregularities, breach of confidentiality/non-disclosure, breach of any applicable law or regulation, breach of the Company's Code of Business Conduct, refusal to carry out reasonable instructions and the like. The said right of the Company is without prejudice to its rights in law or equity to initiate other legal action as it deems fit to protect its interests.

5.3 In the event of your continuous absence for a period of 10 working days or more, without formal request or permission from the management for the same, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by the Company.

5.4 Subject to earlier termination of this engagement, you shall retire on your 60th birthday or the day immediately preceding such date, if your birthday does not fall on a working day.

5.5 Upon severance of your employment with the Company, it is agreed that any assets and amounts due to the Company by you shall be held in trust by you for and on behalf of the Company and subject to the provisions of this agreement, the Company commits itself to hold all amounts due to you in trust for you and on your behalf. The Company shall have the right to retain any amounts otherwise payable to you to satisfy any of your obligations as a result of any breach of this agreement.

5.6 The Company may proceed against you to seek injunction in an appropriate court of law against your working in any other company/firm/business before you are relieved from the Company. In addition to any other remedies which the Company may have at law or in equity, you agree that the Company shall have the right to have all provisions of this agreement specifically performed including the post employment restrictions stipulated in clauses 7 and 11.

5.7 The terms of this offer are strictly confidential between you and the Company and any breach of this confidence will be viewed with utmost seriousness. Your obligations set forth in paragraphs 6,7,8 and 11 survive expiration or termination of your employment contract with the Company.

6. Confidentiality & Employment Policy

6.1 In the course of your assignment with the Company, and by virtue of the position held by you, you may acquire information, technical or otherwise, including any computer software, trade secrets, design, technology, ideas, know-how, processes, formulas, compositions, data, techniques, improvements, inventions, work of authorship, business and product development plans, and other information concerning the Company's actual or anticipated business, research, and development or that is received by the Company, which is confidential or proprietary to company or it's subsidiaries or affiliates, it's customers, subcontractors or any other person or company having any kind of association or relationship with the Company, and or it's affiliates or subsidiaries (together "Confidential Information"). You shall keep and maintain strict confidentiality of such Confidential Information and data that may come to your possession or knowledge by virtue of this engagement, use such information only as may be required in the normal course of your work and shall not disclose or divulge any such information or data, without prior written consent of an authorized officer of the Company.

6.2 You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such Confidential Information to third parties or make use of such information for your own benefit or otherwise howsoever.

6.3 You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other Confidential Information, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

6.4 Upon expiry or termination of your employment with Company, you will return and surrender to Company, all such Confidential Information including without limitation, data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases that came to you or were entrusted to you in the course of your employment and shall not retain any copy thereof in any form whatsoever.

7. Disclosure of Information

7.1 You shall not, except in the course of your duties or unless ordered to do so by a court of competent jurisdiction, either during or anytime after your employment with us, use or disclose to any person, firm or corporation any information relating to the organization, its business, clients or trade secrets which have come into your possession in the course of your employment with us including public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to Company or its subsidiaries or affiliates, customers, sub-contractors or any other person or company having any kind of association or relationship with Company and/or its subsidiaries or affiliates, except with prior written approval of Company.

8. Intellectual Property Rights

8.1 All intellectual property rights in any work or material developed by you during the course of your employment shall belong to and be the property of Company and you confirm that you shall not be entitled to claim any rights over such intellectual property. If required by Company, during or after the term of this engagement, you shall assign and transfer in favor of Company or, at the request of Company, in favor of any of its subsidiary, affiliate, customers or other persons, all intellectual property rights in such works or materials and shall execute such deeds and documents, as Company may require, to effectually vest in Company, any of its subsidiary, affiliate or customers as Company may require, any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual property properties or rights of any other persons.

9. Compensation

9.1 Your annual gross compensation will be the aggregate of (A) Total Salary & Allowances and (B) Benefits as set forth in the Annexure ("Compensation") and will be subject to deduction of tax at source. Your Compensation will be reviewed periodically as per the Company/Division/Practice compensation review cycle.

The Company assumes no responsibility for your personal tax affairs, and your tax liability in respect of your compensation is entirely your responsibility. Provided however, Company may from time to time, withhold any tax as may be required by applicable law. It is a condition of your employment that you will abide by the Company's Policies of maintaining strict confidentiality of the compensation you receive from the Company.

9.2 It is however clarified that the Benefits as set forth in Part B of the Annexure respectively are provided on a voluntary basis by the Company in accordance with the Company Policy in force at present, and hence are liable to (i) change from time to time; or (ii) be withdrawn any time. During the term of your employment with Company, you will be subject to all such applicable rules and regulations in accordance with the Company Policy as may be in force from time to time.

10. Learning & Development

10.1 During the course of your employment with the Company, you may be required to undergo some training programs or engage in some process implementation or other skill enhancement activities in or abroad. Company will bear the costs and expenses in relation to such programs. However, you will be required to be in the employment of Company for a minimum specified period after such programs, failing which you will be required to reimburse such costs and expenses incurred by the Company in relation to such programs. Regarding the aforesaid, the Company reserves the right to ask you to sign an agreement/bond associated with the training/assignment. In the event of any breach of the conditions associated with the bond the Company will invoke the appropriate penalty clauses and you will be liable to pay the damages as provided in the said agreement/bond. Your refusal to undergo such programs on such terms would be considered as a material breach of the terms of employment and in such case, Company shall have the right to terminate this engagement, by giving you 5 days notice as referred to in clause 5 above, without being under obligation to make any payments to you.

11. Non Competition Agreement

In addition to the aforesaid, in the event of your separation from the Company for whatever reason:

11.1 You agree that you shall perform your duties, as may be assigned to you from time to time, with diligence, devotion and discretion. While in the employment of Company, you shall (a) use your best endeavor to defend and promote the business interests of Company; (b) devote your full time, attention and efforts to serve Company; and (c) whether by yourself, your employees, agents, or otherwise, and whether on your own behalf or for any other person, or entity in India or elsewhere, not directly or indirectly engage or be interested in engagement, practice of any business, profession or vocation, including any activity, which competes with activities of the Company or conflicts with your position in the Company (including without limitation, accepting employment with, be employed or engaged or joining services or otherwise interested in any business of any competitor and/or, client of the Company, or any other third party). You confirm that as on the effective date of your appointment, you do not have any business, professional or other interests that may be conflicting with any of the foregoing statements. Since your appointment with the Company is on a full time basis, you shall not take up any assignment, including those in the nature of any business, profession or vocation, without prior written consent of the Company, which consent may be granted at Company's sole discretion.

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Sincere regards,

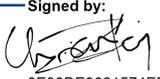
For Aon Consulting Private Limited

Makeish Shenoy

Authorized Signatory

I hereby agree and accept to the terms of this employment contract in its entirety and any amendments, additions hereto. I also promise to adhere to and abide by the Company Policy as enforced and amended from time to time.

Name: Chandana R

Signed by:

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8/16/2024



Compensation and Benefits Worksheet

Candidate Name: Chandana R
Location: IN-KA-Bengaluru-SJR
Role: IND Analyst I
Aon Level: 8 Role Level

Fixed Compensation	Per Annum	Per Month
Basic Salary	₹ 165,000.00	₹ 13,750.00
Company's contribution to PF*	₹ 21,600.00	₹ 1,800.00
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A. Total Salary & Allowances	₹ 330,000.00	₹ 27,500.00
B. Other Benefits		

Current benefits available to you are as follows. Please refer to the latest company policies** (will be made available at the time of joining)

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Medical Benefit under the ESI Act (Applicable to employees with monthly gross compensation less Employer's Contribution to Provident Fund)	As per the Act	No
Life Insurance (3 times of Total Salary & Allowances)	₹ 990,000.00	Yes
Personal Accident insurance (3 times of Total Salary & Allowances)	₹ 990,000.00	Yes
Gratuity	As per the Act	
Annual Earned leaves Entitlement	21 days	Yes
Annual Sick leaves Entitlement	12 days	Yes
Annual Casual leaves Entitlement	Applicable to Noida Only	Yes
Aon Holidays	10 Days	Yes
Transportation	As per the Company Policy	Yes

PF Clause - Two PF Options shall be offered to employee at the time of joining, and employee may choose any one option before their first payroll.

Option 1 - *The Company's & employee's contribution to Provident Fund is @ 12% of Basic salary each. (In case PF Contribution while choosing Option 1 is less than Rs.1800 per month then PF will be deducted at Rs.1800 per month.

Option 2 - Standard deduction of 1800 per month towards PF contribution each from company & employee's side calculated @ 12% of Rs.15,000.

If Option 2 of PF is chosen, remaining amount of Company's contribution is added to Flexible Salary. Further, the amount of 1800 per month will increase in case of change in law of land relating to PF.

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The flexible benefit components include:

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- Telephone Reimbursement Tax-free Component
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- House Rent Allowance (HRA)

The scope and eligibility of each tax-free component within the flexible allowance will vary per Aon Role Levels. Please refer to policy details when you join Aon

**Subject to change. Please refer to the latest company policies (will be made available at the time of joining)

***Cash in lieu (in case the benefit is not availed) is not payable

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In case of ESI Eligibility as per ESI Act - Employee's contribution @ 0.75% on gross salary less Employer's contribution to PF and Employer's contribution @ 3.25% will be made by the Company directly to the Authorities for eligible employees.

Colleagues with Noida as base locations will be entitled for 7 casual leaves.

Read and Accepted

Name: Chandana R

Signed by:

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8/16/2024

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear Inzamam Alam,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



J. C. Penney Services India Private Limited

Manyata Embassy Business Park, SEZ, G3, Teak, 7 – 10th Floor, Outer Ring Road, Nagavara Hobli,
Bangalore – 560 045

August 20, 2024

Mohammed Ateef Baig
#367/2, 17 D Cross C Block,
Rashad Nagar Nagavara,
VTC: Bangalore North,
PO: Arabic College,
Bangalore,
Karnataka- 560045

Dear Mohammed Ateef,

We are pleased to offer you the position of **Customer Care Associate** with J. C. Penney Services India Private Limited (“JCPSI”) in India under the terms and conditions set forth below:

1. Commencement date of employment and term of employment: Subject to your entering into an employment agreement with **JCPSI**, verification of your antecedents, your employment with JCPSI shall commence on **August 26, 2024**. Kindly note that the attached offer is contingent upon your ability to join on the mutually agreed joining date as indicated hereinabove. **In the event you are unable to join on or earlier than the said joining date, J. C. Penney Services India Private Limited will have the option to withdraw this offer.**

Please note that this job offer is provisional and is subject to verification of your antecedents and other information as may be verified from your background check report and also the success of transferring your working visa from your last employer, if applicable. If your background and/or reference checks have not been completed as of the date of this letter, then based upon the result of these checks, JCPSI reserves the right to withdraw this offer and/or terminate your employment.

2. Location: Your normal place of work will be our office in India, situated at address mentioned above in this letter head but JCPSI reserves the right to assign you to another Branch, Office in India or other country/ territory for the performance of your job. In the event you are placed on a foreign assignment to work outside of India for a continuous period of not less than three (3) months, JCPSI will give you one (1) months’ notice and provide you with such compensation adjustments as are consistent with the prevailing foreign assignment proceedings and practices of JCPSI.

3. Job title: Your job title will be **Customer Care Associate**.

4. Total Fixed Pay (Salary): Your salary will be **INR 480,000** per annum, payable by twelve monthly equal installments at the end of each calendar month in accordance with the rules of JCPSI. Break-up of the same together with other compensatory benefits is as stated in the Annexure.

5. Night Shift Allowance: In addition to the total annual earning, you may also be eligible for Night Shift allowance of **INR 300 per day** subject to working hours falling within the defined night shift timings.

J. C. Penney Services India Private Limited

Registered Office: 7th to 10th Floors of G3 Wing-A (Teak) Block, Manyata Embassy Business Parks
Special Economic Zone, Block 3, Outer Ring Road, Nagwara, Bangalore 560 045, Karnataka, India
T: +91 (0)80 6143 1000 | E: jcpsl@jcp.com | W: jcp.com | CIN: U72200KA2015FTC083021



This amount may be subject to changes basis company discretion without prior notice and amount of Night Shift Allowance paid to you will be subject to deduction of taxes at source as per applicable law, rules and regulations. Payment of Night Shift Allowance will be made along with the subsequent months' salary as a consolidated monthly payout basis the number of days worked in night shift excluding weekly off, holidays and paid leaves. In case your work timings no longer fall between the pre-defined night shift hours you will not be entitled to the allowance.

6. Working hours: Your working hours will be from 8:00 a.m. to 5:00 p.m. Monday to Friday. You may be required to work in any shift, outside of the regular working hours/days, as communicated to you depending on your role, business needs and requirements. In such case, you will be informed about your specific work hours by your manager.

7. Annual leave: You will be entitled to 18 working days annual leave per continuous year of service with JCPSI and/or other leaves as may be entitled/ applicable to you under the applicable laws. You may be entitled to additional annual leave as your employment continues with JCPSI.

8. Retirals: Pension, Provident Fund and Gratuity shall be governed by the applicable Laws as also the Rules of JCPSI.

9. Benefit programs: You and your immediate family as defined in the Company policy will be eligible to participate in JCPSI's Medical Plan benefit program. You will be eligible to participate in JCPSI's benefit programs as set out below:

- Medical Insurance
- Accidental Death and Dismemberment
- Term Life Insurance

Further details regarding any of the above benefit programs shall be provided to you upon request.

10. Probation Period: There will be a probation period of three (3) months.

11. Termination of employment: During the probation period, either party may terminate this employment at any time by giving one (1) month written notice or salary in lieu of notice.

After the expiry of the probation period, either party may terminate this employment by giving two (2) month notice or salary in lieu of notice. In the event JCPSI decides to terminate you for cause, it may do so immediately. Salary for the purposes of this clause shall mean Gross Salary as is defined herein above in this letter.

No Notice shall be necessary if the services are terminated for misconduct committed either during the period of probation or after expiry of the period of probation.

11. Change of employment terms: JCPSI reserves the right to amend, alter, vary, modify or change your remuneration and/or benefits (including the right to terminate benefits) upon thirty (30) days notice provided also that JCPSI may amend, alter, vary, modify or change the benefit programs at any time if such change affects all or a majority of all employees at your workplace. Demotion and accompanying pay reduction may take effect immediately if you fail to substantially improve your performance after having been notified by JCPSI of your poor performance in discharging your job duties and/or misconduct in the reasonable opinion of JCPSI.

J. C. Penney Services India Private Limited

Registered Office: 7th to 10th Floors of G3 Wing-A (Teak) Block, Manyata Embassy Business Parks
Special Economic Zone, Block 3, Outer Ring Road, Nagwara, Bangalore 560 045, Karnataka, India
T: +91 (0)80 6143 1000 | E: [jcpsi@jcp.com](mailto:jcpsl@jcp.com) | W: jcp.com | CIN: U72200KA2015FTC083021



If the offer is acceptable to you, please sign, date and return the attached duplicate copy of this letter to **Talent Acquisition team by email scanned copy on JCPBangaloreTalentAcquisition-sm@jcp.com**. This will signify that you have read this letter and agree that it accurately reflects our previous verbal discussions.

Upon receipt of your signed copy of this letter, you and JCPSI shall promptly enter into an employment agreement which sets out the details of all the terms and conditions of your employment and which replaces this job offer letter. A copy of the employment agreement shall be provided to you.

Cordially,

Nirguna Tilwankar
Associate Director Human Resources

I hereby confirm that I understand and voluntarily accept the terms and conditions as set out in this offer letter.

Mohammed Ateef Baig

August 20, 2024

J. C. Penney Services India Private Limited

Registered Office: 7th to 10th Floors of G3 Wing-A (Teak) Block, Manyata Embassy Business Parks
Special Economic Zone, Block 3, Outer Ring Road, Nagwara, Bangalore 560 045, Karnataka, India
T: +91 (0)80 6143 1000 | E: [jcpsi@jcp.com](mailto:jcps@jcp.com) | W: jcp.com | CIN: U72200KA2015FTC083021



Annexure

Name	Mohammed Ateef Baig
Designation	Customer Care Associate
Date of joining	August 26, 2024
Department/Function	Customer Care

Total Salary	Total Salary (INR)	
	Monthly (INR)	Annual (INR)
Basic Salary	21,001	252,012
House Rent Allowance (HRA)	8,400	100,805
Special Allowance	8,079	96,942
TOTAL GROSS SALARY	37,480	449,759
Employer's Provident Fund (PF) contribution @ 12% of Basic Salary	2,520	30,241
TOTAL FIXED PAY	40,000	480,000
Gratuity shall be applicable and payable in accordance with the provisions of the applicable law.		
Professional Tax (PT), Tax Deducted at Source (TDS) and other applicable taxes shall be deducted per the provisions of the applicable law.		
Night Shift Allowance shall be applicable and payable in accordance with guidelines put in place at an organization level and in line with the terms and conditions mentioned in the offer letter. This amount may be subject to changes basis company discretion without prior notice.		
Employee's contribution to Provident Fund (PF) to be deducted @ 12% of Basic Salary together with the applicable Employer contribution shall be deposited with the PF authorities each month.		

J. C. Penney Services India Private Limited

Registered Office: 7th to 10th Floors of G3 Wing-A (Teak) Block, Manyata Embassy Business Parks
Special Economic Zone, Block 3, Outer Ring Road, Nagwara, Bangalore 560 045, Karnataka, India
T: +91 (0)80 6143 1000 | E: jcps@jcp.com | W: jcp.com | CIN: U72200KA2015FTC083021

Annexure B

List of documents to be submitted on the first day of your on boarding. Human Resources team will connect with you if we require additional information.

Documentation		
1	Copy of 10th Std Marks Sheet	Required
2	Copy of 12th Std Marks Sheet	Required
3	Copy of Graduate Degree Marks Sheets - All years/semesters	Required
4	Copy of Post-graduate Degree Marks Sheets - All years/semesters	If applicable
5	Copy of Graduation certificate and/or Provisional Degree Certificate	Required
6	Copy of Post-graduation Certificate and/or Provisional Degree Certificate	If applicable
7	Copy of Professional Qualification Certification	If applicable
8	Copy of Relieving Letter for the last company worked for	Required
9	Copy of Resignation Acceptance Letter	Required
10	3 latest payslips of last job held. Exception: In the event you are unable to submit payslips, please submit any one of the following documents as an alternative: <ul style="list-style-type: none"> ▪ Offer letter or latest salary revision letter from previous employment ▪ Income statement or salary certificate ▪ Form 16 of the previous year indicating taxes paid at previous organization ▪ Full & Final Settlement of previous employer 	Required
11	Copy of PAN card	Required
12	Copy of Aadhaar card	Required
13	Copy of any one identification proof (Passport, Voter's ID, Driver's License, Aadhaar card, PAN card)	Required
14	Copy of any one permanent address proof (Passport, Voter's ID, Driver's License, Aadhar card, Rent agreement, Electricity bill, LIC policy, Ration card, Telephone bill, Affidavit)	Required
15	3 passport sized photographs	Required

J. C. Penney Services India Private Limited

Registered Office: 7th to 10th Floors of G3 Wing-A (Teak) Block, Manyata Embassy Business Parks
Special Economic Zone, Block 3, Outer Ring Road, Nagwara, Bangalore 560 045, Karnataka, India
T: +91 (0)80 6143 1000 | E: jcpsl@jcp.com | W: jcp.com | CIN: U72200KA2015FTC083021

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Joshua v**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Kangabam Chitaranjan Singh**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Leonard Austin**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Letter of Intent

1 message

Pratiksha Rai <pratikshar@alankit.com>
To: tanuja.21iabba164@indianacademy.edu.in
Cc: anjanab@alankit.com, vijaylaxmir@alankit.com, "Raghavendra [IN-BLR]" <raghvendra@alankit.com>, Vivek Nayam <vivekn@alankit.com>, princec@alankit.com, deepak.kumar@alankitassignments.com, priyankabs@alankit.com, naveena@alankit.com, neelam.mehra@alankitassignments.com, premkumar@indianacademy.edu.in

Thu, May 2, 2024 at 1:25 PM

Dear Ms. Tanuja,

Subsequent to the discussions that we had with you, Congratulations on your decision to be a part of **Alankit Limited** based upon the terms and conditions discussed and mutually agreed.. You are advised to bring the following documents on the day of your joining duties i.e. on **01st July 2024** at our **Alankit Limited, 2nd floor , Plot No. 52, Golden Square, Lal Bagh Road, Next to Passport seva Kendra, Bangalore - 560027**. You will be given the detailed offer letter after joining your duties.

1. Cancelled Cheque
2. Relieving letter / Resignation acceptance (**not applicable for fresher**)
3. Salary certificate of the last drawn salary (**not applicable for fresher**)
4. Police Clearance Certificate (**After Joining**)
5. Address Proof & PAN
6. Certificates supporting your qualification and experience
7. **Passport size photographs and one postcard size photograph (JPEG format) in white background (70% body close-up).**
8. **Covid-19 Vaccine Certificate**

Note: Please make pdf of each documents mentioned above for smooth documentation. Kindly follow the photo guidelines mentioned in the same document.

Address:

Alankit House | 4E/2 Jhandewalan Extension | New Delhi - 110055, INDIA.

Contact Person- Ms. Pratiksha Rai- 9582200618

Warm Regards,
Pratiksha Rai - Executive



www.alankit.com

Smart Card Printers Your Gateway to Secure Identity Solutions

For more details, get
in touch with us at

+91 - 97 1785 8585

idsales@alankit.com



Alankit Limited| Alankit House| 4E/2 Jhandewalan Extension| New Delhi - 110055, INDIA

(B) + 91-11-4254 1234 | (D)+91-11-4254 1130 | (M) +91-95 82 200618 | (F) + 91-11-4254 1201, +91-11-2355 2001 | (W) www.alankit.com | (E) pratikshar@alankit.com

CIN : L74900DL1989PLC036860

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Save Trees, Save Paper. "GO GREEN"

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 **Latest Photo guidelines-dresscode.pdf**
1104K

Fwd: Letter of Intent - Rana Sen | Arvind Fashions Ltd.

1 message

Jonty Mazumder <jonty@indianacademy.edu.in>

Thu, Aug 1, 2024 at 4:12 PM

To: Giddla Jaya Prakash Placements <jayaprakash@indianacademy.edu.in>

Cc: "Mr. Premkumar Placements - IAGI" <premkumar@indianacademy.edu.in>

FYR

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

From: **Rana Sen** <ranasen175@gmail.com>

Date: Thu, 1 Aug, 2024, 1:18 pm

Subject: Fwd: Letter of Intent - Rana Sen | Arvind Fashions Ltd.

To: Jonty Mazumder <jonty@indianacademy.edu.in>

Begin forwarded message:

From: Pragya Nishir <pragya.nishir@arvindfashions.com>

Date: 1 August 2024 at 11:05:41 AM IST

To: "ranasen175@gmail.com" <ranasen175@gmail.com>

Cc: Neha Thakur <neha.thakur@arvindfashions.com>, Krati Trivedi <krati.trivedi@arvindfashions.com>, Shruti Patil <shruti.patil@arvindfashions.com>, Priyanka Chandra <priyanka.chandra@arvindfashions.com>, HR South <hrsouth@arvindfashions.com>, Himanshu Tiwari <himanshu.tiwari@arvindfashions.com>, Kamalika Sen <kamalika.sen@arvindfashions.com>

Subject: Letter of Intent - Rana Sen | Arvind Fashions Ltd.

Dear Rana,

Greetings from Arvind Fashions Limited!!

This is with reference to the recent discussions you had regarding career opportunity and we are pleased to offer you a position as **Fashion Consultant** with your **Monthly Net Take Home of 22,000/-** and required to join on **1st August 2024 at Bengaluru – USPA - Mall of Asia**.

Your appointment letter copy will be shared within a week from the date of joining with the Salary Annexure and Employment Terms & Conditions mentioned in it. This offer proposal is valid for a period of 48-hours (2 days).

Request you to kindly revert with your response & resignation acceptance within the above-mentioned timeline.

Please carry the below mentioned documents with you on the day of joining;

Document Checklist:

- 4 colour photos
- Education proof – up to highest degree
- PF passbook for all the Ex- Employer
- Cancelled cheque - 1 No / Front page of passbook
- Payslips – last 3 months
- Appointment letter from last organisation
- Resume
- Experience letter/ Resignation acceptance

- Latest E Aadhaar
- PAN

Important details for your reference:

- Venue for joining: **USPA, Mall of Asia, Bengaluru.**
- Reporting time: **11 AM**
- Contact person name & Contact no.: **Kamalika (9830324983)**
- Dress code: **Smart casuals**

Thanks & Regards,

Pragya Barla

Talent Acquisition (HR) | South

8777573511

pragya.nishir@arvindfashions.com

The information contained in this electronic message and any attachments to this message are intended solely for the exclusive use of the individual or entity to whom it is addressed. It may contain proprietary, confidential or legally privileged information. If you are not the intended recipient, you are hereby notified that any disclosure, dissemination, distribution or copying this e-mail is strictly prohibited and may be unlawful. Please notify the sender immediately and destroy all copies of this message and any attachments. Computer viruses can be transmitted via email. The company is neither liable for the proper and complete transmission of the information contained in this communication nor for any delay in its receipt. www.arvind.com

4 attachments



Letter of Intent

Mr./Ms./Mrs. Syed Shuheb

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Syed Shuheb****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. Edwin Sushanth

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Edwin Sushanth****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. Tina Daniel

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Tina Daniel****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. _____ **Sowjanya G** _____

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Sowjanya G****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. _____ Jurera MJ

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Jurera MJ****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. Subashini V

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Subashini V****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. Mohammed Tameem

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Mohammed Tameem****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Letter of Intent

Mr./Ms./Mrs. Anthony Rahul

This List of documents to be submitted is given below:

1. Education certificates

- X Class & PUC / XII Class pass certificate
- Degree / Highest qualification certificates
- In case, the Degree certificate is not available, all the years / semester's mark sheets and provisional certificate needs to be provided mandatorily as a supplementary document proof for education certificate.

Note: All mark sheets should be supported with provisional or final certificate.

2. Experience certificate

- Previous employment experience certificate & last 3 months pay slip.
- Service letter / Relieving letters & last 3 months pay slip.

Note: If candidate is quit the previous organization recently (i.e. within 45 days), they should submit the appointment letter copy, last three month's pay slips (containing company name) and past 6 months bank statement with the salary credit, at time of joining & submit the relieving letter to Recruitment team within 30 days of DOJ.

Note: Last 3 months pay slip is mandatory for all the experienced candidates.

3. ID Proof, Age Proof & Address Proof

Note: Aadhar Card & Current address proof is mandatory.

Documents List	Age Proof	ID Proof	Address Proof
Birth Certificate	•		
X Class certificate with photograph attested by board	•	•	
Passport	•	•	•
Driving License	•	•	•
PAN Card	•	•	
Transfer Certificate (10th Standard).	•		
Aadhar Card		•	•
Election ID card		•	•
Ration card with photograph		•	•
Bank passbook (Nationalized Bank) with photograph attested by bank.		•	•
Post office verification document - Tatkal Address proof card			•

4. Seven passport size photographs

- Photographs should be with White background

Note:

- A) Candidates have to carry all the Original copy of the documents for the Verification.
B) To open bank account Pan Card is must.
C) Round neck T-shirt / Colored neck T-shirt / V neck T-shirt & Chinese Color, photos are not entertained.

Note: Please carry this letter along with the above mentioned documents (Original- Documents) with you when you come to the office to collect the Offer Letter.

Request you to also scan all the documents & send the same to your own Email Id or you can upload the documents into the following online tool <https://springboard-in.247-inc.com/Springboard/welcome.htm>

Name of the Recruiter: NA**Name of the Candidate:****Anthony Rahul****Recruiters Employee ID: NA****Date:****08-Jul-2024**

(This is digitally generated document. Signature is not required.)

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Manisha Chunara. L,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

From,

Mr. Satish Kumar,
Director,
Avega Business Solutions Pvt. Ltd.,
#118, 1, 80 Feet Rd, 8th Cross,
HAL 2nd Stage, Indiranagar,
Bengaluru – 560008.

To,

Ms. Mary Pavithra L,

Dear Madam,

Subject: Offer of employment with Avega Business Solutions Pvt. Ltd.

We are pleased to offer you employment as **Accounts Executive** of Avega Business Solutions Private Limited. Your employment will be on the terms and conditions set forth herein together with those set out in the General Conditions of Employment.

1. **Date of Response:** You are required to positively accept or reject this offer in writing within 4 days of receiving this offer letter.
2. **Date of Commencement of Employment:** Your date of commencement of employment will be informed shortly.
3. **Role and responsibilities.** Your designation will be **Accounts Executive** You will for the time being, be in this role. However, your functions and roles shall be as determined or specified from time to time by the Company or any officer, employee or director thereof at the Company's sole and absolute discretion. Any position, designation or title given to you is merely descriptive and for the sake of convenience and shall play no role in defining or constricting or modifying your functions and roles. You shall perform and discharge your duties and functions in a faithful, competent, reasonable, diligent and professional manner. You shall implement all reasonable and lawful directions given to you by the Company. You shall keep the Company promptly informed of all material activities of the Company as soon as such

activities come to your notice, as also such other matters as the Company may from time to time specify.

4. **Location.** You will be required to report for employment for the first time at our office located at #118, 1, 80 Feet Rd, 8th Cross, HAL 2nd Stage, Indiranagar, Bengaluru – 560008. You will be required to exercise your employment on that premises or any other premises occupied or used by the Company at any time in the future. You may be required to exercise your employment from offices of the Company’s clients or associates. You may also be required to travel to places outside Bengaluru to exercise your employment there. You may also be permitted or required to work from home, although you will not be entitled to work from home as a matter of right. You may not, at your instance, work from outside Bengaluru except with the prior Written Consent of your Superior Officer.
5. **Leave.** You will be entitled to two (2) days of leave for every month of service which shall stand credited to you on the expiry of each such month. This would include sick leave, paternity leave, and all other kinds of leave except maternity leave.
6. **Probation.** You will be on probation for an initial period of three months from the date of employment. During the period of probation, the Notice Period will be fifteen Days. If you are not so relieved, and in the absence of any correspondence from the Company to the contrary within three Working Days of the end of the period of probation, your employment stands automatically confirmed. The Company may, at its absolute and sole discretion, confirm your employment, extend your period of probation, or terminate your employment at any time during or within three Working Days after the period of probation.
7. **Remuneration:** You will be remunerated as follows-

Particulars	Amount (p.a)	Amount (p.m)
Basic pay	1,20,000	10,000
HRA	48,000	4,000
PF Employer contribution	14,400	1,200
Other allowance	57,600	4,800
Total	2,40,000	20,000
Less: PF contribution (employer and employee)		(2,400)
Net Pay		17,600

Note: During the first 3 months of probation, you will be paid a stipend of Rs. 10,000.

8. **Background Checks.** You Consent to the Company conducting, at any time, such background or other checks as are necessary in its sole discretion to validate or otherwise inquire into your identity, the particulars of your education and work experience, your criminal background, and any other matter that affects your character or your ability to properly carry out your responsibilities. In this course, the Company has a right to require you to furnish such information or documents (including by way of confirmation of facts otherwise within the knowledge of the Company) as it thinks fit. Your failure or refusal to furnish such information will entitle the Company to either withdraw this offer or terminate your employment with neither notice nor compensation as the case may be.
9. **General Conditions of Employment.** The contents of this letter of offer do not represent the whole of the terms and conditions of your employment. Your acceptance of this offer amounts to your acceptance not just of the terms set out herein but also of those set out in the General Conditions of Employment, a copy of which has been sent to you along with this letter of offer. These General Conditions of Employment may be amended by the Company from time to time. You will be notified of such amendments. Your consent to such amendments may be communicated to the Company in the modes specified in the General Conditions. Your employment is thus on the terms set out in both these documents. To the extent that the terms of this letter are at variance with the General Conditions of Employment, this letter will prevail. Various terms used in this letter are defined in the General Conditions of Employment.
10. **Policies.** Your acceptance of this offer also amounts to your consenting to complying with the policies, procedures, handbooks and other regulations of the Company including those that govern the conduct of its business.
11. **Exclusivity obligations.** You recognise, acknowledge and accept that your employment with the Company will be a full-time employment. You further acknowledge and accept that you will not be permitted, during the period of your employment, to undertake any other employment, trade, business, calling or profession whatsoever without the prior Written Consent of the Company which may be granted, modified or withdrawn in whole or in part in the absolute sole discretion of the Company. Accordingly, you will not hold any other professional, executive, managerial or directorial positions or responsibilities in or in relation to any entity other than the Company without the prior Written Consent of the Company. You agree and undertake that any non-professional or non-business activities undertaken by you (such as trading in listed securities) shall not adversely affect your ability to devote time and attention to the business and affairs of the Company. You shall do your best to

promote the business and interests of the Company. You further agree to give a commitment of 3 years of employment with the company. In case you leave the company before the said period, the company shall not provide any experience certificate.

12. **Furnishing of information.** You are required to furnish the information and documents sought in the accompanying Employee Information Form as a precondition to employment. Your engagement by the Company as an employee is conditional upon your furnishing such information. The Company has a right to terminate you without Notice or pay in lieu of Notice if any such information or document is found at any time to be false, incomplete or otherwise deficient. You are required to inform the Company promptly of any changes to such information or documents and may be required by the Company at any time to declare such information to be current and correct.
13. **Other obligations.** You may be required to undertake other obligations and enter into other agreements on various subjects including but not limited to non-disclosure, intellectual property, etc. either generally, or on specific occasions or in specific circumstances.

Please sign in the space provided below to signify your acceptance of the terms of your employment as contained in this letter of offer and in the General Conditions of Employment.

For **AVEGA BUSINESS SOLUTIONS PVT. LTD.**



Satish Kumar,
Director.

Place: Bengaluru

Date: 10th April 2024

I hereby accept the offer made in its terms, and consent to the terms of my employment with Avega Business Solutions Pvt. Ltd. as contained in this letter of offer and in the General Conditions of Employment and set and subscribe my hand hereto in token thereof. I confirm that both these documents were made available to me, that I have read and understood them fully, and that I consent to them of my own free will.

Place: Bengaluru

Date: _____



The Pearl, 1537, 5th Main Rd,
Rajiv Gandhi Nagar, Sector 7, HSR
Layout, Bengaluru -560102
<https://maps.app.goo.gl/9G9pNvJmeXFhXxCr5>
Ashish@codeyoung.com

Employment Offer and Employment Agreement

20th Dec 2023,

Dear Md Tameem,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **5th August 2024**.

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment. For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/ Training

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 20000/month (Twenty Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.



JOB TITLE: International Sales Specialist

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.



6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and
or

being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .



Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoung adopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority



- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, poor work performance, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, poor work performance, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances require. During the notice period it is mandatory to deliver at least 80% of your target for successful relieving. The company reserves all the rights to withhold your relieving documents and full and final settlement in case of unsatisfactory or poor work performance, breach of policies, misconduct, or any other disciplinary issues during the notice period.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.



17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.



21. AMENDMENTS

All enclosures herewith are deemed part of your employment agreement with the Company. Please note that the Company reserves all rights to modify, amend, or introduce new policies, procedures, or guidelines as deemed necessary to fulfill business requirements. These changes may occur at any time and without prior notice. The Company will make reasonable efforts to communicate such changes, but it is understood that it is the employee's responsibility to stay informed and comply with the updated policies and procedures. The Company will not be liable for any losses or damages incurred as a result of changes to policies or procedures.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable



CONFIRMATION OF ACCEPTANCE

We request you to complete and return a copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically. We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

(“The

company”)

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company’s regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:



HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).
2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.
3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.
4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):
5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;
 - a. Codeyoung staff training video on data protection;
 - b. Security procedures specific to the building where I am to carry out my assignment; and Codeyoung staff handbook.



6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____



INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Md Tameem,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

The CTC provided by the company will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and **INR 300,000** is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee’s contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹200,000	₹16,667
2	House Rent Allowance	₹80,000	₹6,667
3	LTA	₹20,000	₹1,667
4	Special Allowances	₹76,600	₹6,383
5	Night Allowance	₹36,000	₹3,000
	Gross Salary	₹412,600	₹34,383
	Employer Contribution to PF	₹23,400	₹1,950
A	CTC Total	436,000	36333
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
3	Health Insurance	₹4,800	₹400
B	Total Deductions	₹28,800	₹2,400
A - B	Net Salary	₹383,800	₹31,983

With regards,
Shailendra Dhakad
Director Codeyoung

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **MD UMAR SHEKH,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

From,

Mr. Satish Kumar,
Director,
Avega Business Solutions Pvt. Ltd.,
#118, 1, 80 Feet Rd, 8th Cross,
HAL 2nd Stage, Indiranagar,
Bengaluru – 560008.

To,

Ms. Meera A,

Dear Madam,

Subject: Offer of employment with Avega Business Solutions Pvt. Ltd.

We are pleased to offer you employment as **Accounts Executive** of Avega Business Solutions Private Limited. Your employment will be on the terms and conditions set forth herein together with those set out in the General Conditions of Employment.

1. **Date of Response:** You are required to positively accept or reject this offer in writing within 4 days of receiving this offer letter.
2. **Date of Commencement of Employment:** Your date of commencement of employment will be informed shortly.
3. **Role and responsibilities.** Your designation will be **Accounts Executive** You will for the time being, be in this role. However, your functions and roles shall be as determined or specified from time to time by the Company or any officer, employee or director thereof at the Company's sole and absolute discretion. Any position, designation or title given to you is merely descriptive and for the sake of convenience and shall play no role in defining or constricting or modifying your functions and roles. You shall perform and discharge your duties and functions in a faithful, competent, reasonable, diligent and professional manner. You shall implement all reasonable and lawful directions given to you by the Company. You shall keep the Company promptly informed of all material activities of the Company as soon as such

activities come to your notice, as also such other matters as the Company may from time to time specify.

4. **Location.** You will be required to report for employment for the first time at our office located at #118, 1, 80 Feet Rd, 8th Cross, HAL 2nd Stage, Indiranagar, Bengaluru – 560008. You will be required to exercise your employment on that premises or any other premises occupied or used by the Company at any time in the future. You may be required to exercise your employment from offices of the Company’s clients or associates. You may also be required to travel to places outside Bengaluru to exercise your employment there. You may also be permitted or required to work from home, although you will not be entitled to work from home as a matter of right. You may not, at your instance, work from outside Bengaluru except with the prior Written Consent of your Superior Officer.
5. **Leave.** You will be entitled to two (2) days of leave for every month of service which shall stand credited to you on the expiry of each such month. This would include sick leave, paternity leave, and all other kinds of leave except maternity leave.
6. **Probation.** You will be on probation for an initial period of three months from the date of employment. During the period of probation, the Notice Period will be fifteen Days. If you are not so relieved, and in the absence of any correspondence from the Company to the contrary within three Working Days of the end of the period of probation, your employment stands automatically confirmed. The Company may, at its absolute and sole discretion, confirm your employment, extend your period of probation, or terminate your employment at any time during or within three Working Days after the period of probation.
7. **Remuneration:** You will be remunerated as follows-

Particulars	Amount (p.a)	Amount (p.m)
Basic pay	1,20,000	10,000
HRA	48,000	4,000
PF Employer contribution	14,400	1,200
Other allowance	57,600	4,800
Total	2,40,000	20,000
Less: PF contribution (employer and employee)		(2,400)
Net Pay		17,600

Note: During the first 3 months of probation, you will be paid a stipend of Rs. 10,000.

8. **Background Checks.** You Consent to the Company conducting, at any time, such background or other checks as are necessary in its sole discretion to validate or otherwise inquire into your identity, the particulars of your education and work experience, your criminal background, and any other matter that affects your character or your ability to properly carry out your responsibilities. In this course, the Company has a right to require you to furnish such information or documents (including by way of confirmation of facts otherwise within the knowledge of the Company) as it thinks fit. Your failure or refusal to furnish such information will entitle the Company to either withdraw this offer or terminate your employment with neither notice nor compensation as the case may be.
9. **General Conditions of Employment.** The contents of this letter of offer do not represent the whole of the terms and conditions of your employment. Your acceptance of this offer amounts to your acceptance not just of the terms set out herein but also of those set out in the General Conditions of Employment, a copy of which has been sent to you along with this letter of offer. These General Conditions of Employment may be amended by the Company from time to time. You will be notified of such amendments. Your consent to such amendments may be communicated to the Company in the modes specified in the General Conditions. Your employment is thus on the terms set out in both these documents. To the extent that the terms of this letter are at variance with the General Conditions of Employment, this letter will prevail. Various terms used in this letter are defined in the General Conditions of Employment.
10. **Policies.** Your acceptance of this offer also amounts to your consenting to complying with the policies, procedures, handbooks and other regulations of the Company including those that govern the conduct of its business.
11. **Exclusivity obligations.** You recognise, acknowledge and accept that your employment with the Company will be a full-time employment. You further acknowledge and accept that you will not be permitted, during the period of your employment, to undertake any other employment, trade, business, calling or profession whatsoever without the prior Written Consent of the Company which may be granted, modified or withdrawn in whole or in part in the absolute sole discretion of the Company. Accordingly, you will not hold any other professional, executive, managerial or directorial positions or responsibilities in or in relation to any entity other than the Company without the prior Written Consent of the Company. You agree and undertake that any non-professional or non-business activities undertaken by you (such as trading in listed securities) shall not adversely affect your ability to devote time and attention to the business and affairs of the Company. You shall do your best to

promote the business and interests of the Company. You further agree to give a commitment of 3 years of employment with the company. In case you leave the company before the said period, the company shall not provide any experience certificate.

12. **Furnishing of information.** You are required to furnish the information and documents sought in the accompanying Employee Information Form as a precondition to employment. Your engagement by the Company as an employee is conditional upon your furnishing such information. The Company has a right to terminate you without Notice or pay in lieu of Notice if any such information or document is found at any time to be false, incomplete or otherwise deficient. You are required to inform the Company promptly of any changes to such information or documents and may be required by the Company at any time to declare such information to be current and correct.
13. **Other obligations.** You may be required to undertake other obligations and enter into other agreements on various subjects including but not limited to non-disclosure, intellectual property, etc. either generally, or on specific occasions or in specific circumstances.

Please sign in the space provided below to signify your acceptance of the terms of your employment as contained in this letter of offer and in the General Conditions of Employment.

For **AVEGA BUSINESS SOLUTIONS PVT. LTD.**

A handwritten signature in black ink, appearing to read "Satish Kumar", written over a horizontal line.

Satish Kumar,
Director.

Place: Bengaluru

Date: 10th April 2024

I hereby accept the offer made in its terms, and consent to the terms of my employment with Avega Business Solutions Pvt. Ltd. as contained in this letter of offer and in the General Conditions of Employment and set and subscribe my hand hereto in token thereof. I confirm that both these documents were made available to me, that I have read and understood them fully, and that I consent to them of my own free will.

Place: Bengaluru

Date: _____

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **MEZAN KHANUM**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **MOHAMMAD HUZAIF KA,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Mohammad sufiyan,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Mohammed Aftab**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Mohammed Ateef Baig**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



Date: 22-March-2024

Dear Mohammed Ateef Baig,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714



Date: 22-March-2024

Dear Mohammed Ateef Baig,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Mohammed husam h a**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

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image004.png
1K

Cecil Sebastian <Cecil.Sebastian@mrcooper.com>

Fri, Jul 19, 2024 at 10:24 PM

To: "premkumar@indianacademy.edu.in" <premkumar@indianacademy.edu.in>

Cc: Manimaran S I <Manimaran.SI@mrcooper.com>, Suganya Veeraghavan <Suganya.V@mrcooper.com>

Hi Sir,

As discussed, please find the selected students list below.

First Name	Last Name	Status
K MOHAMMED	AYOOB	Selected
SUJAY	C	Selected
SASI REKHA	G	Selected
GOWRAMMA	G	Selected
ADITHYA KUMAR	NISHAD	Selected
MEGHA M	NAIDU	Selected
SUBASHINI	V	Selected
SURANJANA	MAJUMDAR	Selected
MOHAMMED	RAYYAN	Selected
VIGNESWAR	S	Selected
Syed	Afreed	Selected
VIGNESH	K	Selected

Sagaya	Rani	Selected
Nikita	Chhabhaiya	Selected
TINA	DANIEL	Selected
Divya	a	Selected
M	Shalini	Selected
LIKITHA	H	Selected
Joshua	V	Selected
Latha	P	Selected
MANJULA	M	Selected
ARJUN	S	Selected
LOKESHWARI	M	Selected
SYED	SAAD	Selected
RAKESH	M	Selected
Stanley	Richard R	Selected
KAMALESH	M	Selected
Syed	Farid	Selected
KEERTHANA	N B	Selected
Nikhil	V	Selected
Jaison	William	Selected
Gautam Singh	Bist	Selected

Thank You.

Regards,

Cecil Sebastian

Employee Events and Talent Specialist



Date: 22-March-2024

Dear Muskan,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Nanditha.D,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Dear Philip,

Re: Offer of Employment

We are delighted to offer you employment on a full-time basis in the role of **Relationship Manager - Grade 2**. It is intended for you to commence your employment on **1st July, 2024**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be employed on the terms and conditions in this agreement, in the role of **Relationship Manager**. In any addition to any duties allocated by the employer from time to time, your position will involve the duties set out below:

- **Follow up on leads for buyers and sellers.**
- **Negotiate and prepare contracts prior to the sale of a residential property.**
- **Prepare comp lists for properties in similar geographic areas to those in listings.**
- **Track contract term fulfillment for properties.**
- **Advise property buyers and sellers on best practices and pricing strategies.**
- **Attend property closings and ensure all contract terms are met by both parties.**

2. Location

You will be based at the address shown below all though we may direct you to work at different locations from time to time.

4th floor , Urban Vault, 262, 16th Cross Rd, Sector 7, HSR Layout, Bengaluru, Karnataka-560102.

3. Probationary Period

Your employment is subject to the satisfactory completion of a probationary period of **three months**. The probationary period is designed to grant the employer time to assess whether you're able to fulfill your role with the employer. During the probationary period your employment may be terminated by either you or the employer upon providing one-week written notice.

4. Hours of work

- a) As a full-time employee, you will be required to devote substantially the whole of your time and attention during the employer's ordinary business hours to the performance of your duties under this agreement.
- b) You will not be entitled to receive any remuneration for work performed outside the hours referred to in sub clause (a) above.

5. Salary and Benefits

Your annual salary will be ₹ 5,00,000 ((300,000 Fixed) +(200,000 Performance Incentives)). This salary will be paid monthly in the following manner, deposited in the nominated account. The above-mentioned salary is the total cost to the company and includes all payments made and benefits provided by the employer directly or indirectly to or on your behalf, whether as salary or otherwise.

6. Leave

You will be entitled to annual and long service leave in accordance with the applicable laws and the leave policy of the company.

7. Company Policies

You agree that the employer's policies, as amended or replaced from time to time, shall be binding upon you but shall not form part of the employment contract.

8. Confidentiality and Intellectual Property

You agree that you will not divulge any of the confidential information or trade secrets of the employer to any person, whether during or after the termination of your employment.

9. Termination

- a. During your employment, either party may terminate this agreement by providing written notice of 30 days to the other party.
- b. Notwithstanding sub clause (a) above, the employer may terminate this agreement by notice effective immediately without payment (except salary accrued to the date of termination) where you have committed an act of willful or serious misconduct, are significantly neglectful of your duties, or you are in breach of this agreement.

Acceptance

Please indicate your acceptance of this Letter of Offer and the terms of your employment contained herein by signing and returning the enclosed copy of this letter to the employer.

I, _____ accept and agree to the terms and conditions of employment contained in this letter of offer and agree to be bound by them.

Annexure-1

Sl.no	Particulars	Annual	Monthly
1	Basic	1,50,000.00	12,500.00
2	HRA	75,000.00	6,250.00
3	Special Allowance	75,000.00	6,250.00
A	Gross Salary	3,00,000.00	25,000.00
1	Professional Tax	0	0
2	TDS	3,000.00	250.00
B	Total Deduction	3,000.00	250.00
A-B	Net Salary	2,97,000.00	24,750.00
	Variable Pay* (Target achieved based)	2,00,000.00	
	Annual Bonus*		
	Total CTC	5,00,000.00	25,000.00

**** Annual bonuses are contingent on individual and the company's market performance.**

Yours sincerely,



Suchindra Raghunath
Founder & CEO
FLY Realty

Dear Harshitha,

Re: Offer of Employment

We are delighted to offer you employment on a full-time basis in the role of **Relationship Manager - Grade 2**. It is intended for you to commence your employment on **1st July, 2024**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be employed on the terms and conditions in this agreement, in the role of **Relationship Manager**. In any addition to any duties allocated by the employer from time to time, your position will involve the duties set out below:

- **Follow up on leads for buyers and sellers.**
- **Negotiate and prepare contracts prior to the sale of a residential property.**
- **Prepare comp lists for properties in similar geographic areas to those in listings.**
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- **Advise property buyers and sellers on best practices and pricing strategies.**
- **Attend property closings and ensure all contract terms are met by both parties.**

2. Location

You will be based at the address shown below all though we may direct you to work at different locations from time to time.

4th floor , Urban Vault, 262, 16th Cross Rd, Sector 7, HSR Layout, Bengaluru, Karnataka-560102.

3. Probationary Period

Your employment is subject to the satisfactory completion of a probationary period of **three months**. The probationary period is designed to grant the employer time to assess whether you're able to fulfill your role with the employer. During the probationary period your employment may be terminated by either you or the employer upon providing one-week written notice.

4. Hours of work

- a) As a full-time employee, you will be required to devote substantially the whole of your time and attention during the employer's ordinary business hours to the performance of your duties under this agreement.
- b) You will not be entitled to receive any remuneration for work performed outside the hours referred to in sub clause (a) above.

5. Salary and Benefits

Your annual salary will be **₹ 5,00,000 ((300,000 Fixed) +(200,000 Performance Incentives))**. This salary will be paid monthly in the following manner, deposited in the nominated account. The above-mentioned salary is the total cost to the company and includes all payments made and benefits provided by the employer directly or indirectly to or on your behalf, whether as salary or otherwise.

6. Leave

You will be entitled to annual and long service leave in accordance with the applicable laws and the leave policy of the company.

7. Company Policies

You agree that the employer's policies, as amended or replaced from time to time, shall be binding upon you but shall not form part of the employment contract.

8. Confidentiality and Intellectual Property

You agree that you will not divulge any of the confidential information or trade secrets of the employer to any person, whether during or after the termination of your employment.

9. Termination

- a. During your employment, either party may terminate this agreement by providing written notice of 30 days to the other party.
- b. Notwithstanding sub clause (a) above, the employer may terminate this agreement by notice effective immediately without payment (except salary accrued to the date of termination) where you have committed an act of willful or serious misconduct, are significantly neglectful of your duties, or you are in breach of this agreement.

Acceptance

Please indicate your acceptance of this Letter of Offer and the terms of your employment contained herein by signing and returning the enclosed copy of this letter to the employer.

I, _____ accept and agree to the terms and conditions of employment contained in this letter of offer and agree to be bound by them.

Annexure-1

Sl.no	Particulars	Annual	Monthly
1	Basic	1,50,000.00	12,500.00
2	HRA	75,000.00	6,250.00
3	Special Allowance	75,000.00	6,250.00
A	Gross Salary	3,00,000.00	25,000.00
1	Professional Tax	0	0
2	TDS	3,000.00	250.00
B	Total Deduction	3,000.00	250.00
A-B	Net Salary	2,97,000.00	24,750.00
	Variable Pay* (Target achieved based)	2,00,000.00	
	Annual Bonus*		
	Total CTC	5,00,000.00	25,000.00

**** Annual bonuses are contingent on individual and the company's market performance.**

Yours sincerely,



Suchindra Raghunath
Founder & CEO
FLY Realty

Dear Huzaif,

Re: Offer of Employment

We are delighted to offer you employment on a full-time basis in the role of **Relationship Manager - Grade 2**. It is intended for you to commence your employment on **1st July, 2024**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be employed on the terms and conditions in this agreement, in the role of **Relationship Manager**. In any addition to any duties allocated by the employer from time to time, your position will involve the duties set out below:

- **Follow up on leads for buyers and sellers.**
- **Negotiate and prepare contracts prior to the sale of a residential property.**
- **Prepare comp lists for properties in similar geographic areas to those in listings.**
- **Track contract term fulfillment for properties.**
- **Advise property buyers and sellers on best practices and pricing strategies.**
- **Attend property closings and ensure all contract terms are met by both parties.**

2. Location

You will be based at the address shown below all though we may direct you to work at different locations from time to time.

4th floor , Urban Vault, 262, 16th Cross Rd, Sector 7, HSR Layout, Bengaluru, Karnataka-560102.

3. Probationary Period

Your employment is subject to the satisfactory completion of a probationary period of **three months**. The probationary period is designed to grant the employer time to assess whether you're able to fulfill your role with the employer. During the probationary period your employment may be terminated by either you or the employer upon providing one-week written notice.

4. Hours of work

- a) As a full-time employee, you will be required to devote substantially the whole of your time and attention during the employer's ordinary business hours to the performance of your duties under this agreement.
- b) You will not be entitled to receive any remuneration for work performed outside the hours referred to in sub clause (a) above.

5. Salary and Benefits

Your annual salary will be **₹ 5,00,000 ((300,000 Fixed) +(200,000 Performance Incentives))**. This salary will be paid monthly in the following manner, deposited in the nominated account. The above-mentioned salary is the total cost to the company and includes all payments made and benefits provided by the employer directly or indirectly to or on your behalf, whether as salary or otherwise.

6. Leave

You will be entitled to annual and long service leave in accordance with the applicable laws and the leave policy of the company.

7. Company Policies

You agree that the employer's policies, as amended or replaced from time to time, shall be binding upon you but shall not form part of the employment contract.

8. Confidentiality and Intellectual Property

You agree that you will not divulge any of the confidential information or trade secrets of the employer to any person, whether during or after the termination of your employment.

9. Termination

- a. During your employment, either party may terminate this agreement by providing written notice of 30 days to the other party.
- b. Notwithstanding sub clause (a) above, the employer may terminate this agreement by notice effective immediately without payment (except salary accrued to the date of termination) where you have committed an act of willful or serious misconduct, are significantly neglectful of your duties, or you are in breach of this agreement.

Acceptance

Please indicate your acceptance of this Letter of Offer and the terms of your employment contained herein by signing and returning the enclosed copy of this letter to the employer.

I, _____ accept and agree to the terms and conditions of employment contained in this letter of offer and agree to be bound by them.

Annexure-1

Sl.no	Particulars	Annual	Monthly
1	Basic	1,50,000.00	12,500.00
2	HRA	75,000.00	6,250.00
3	Special Allowance	75,000.00	6,250.00
A	Gross Salary	3,00,000.00	25,000.00
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A-B	Net Salary	2,97,000.00	24,750.00
	Variable Pay* (Target achieved based)	2,00,000.00	
	Annual Bonus*		
	Total CTC	5,00,000.00	25,000.00

**** Annual bonuses are contingent on individual and the company's market performance.**

Yours sincerely,



Suchindra Raghunath
Founder & CEO
FLY Realty

Dear Rana,

Re: Offer of Employment

We are delighted to offer you employment on a full-time basis in the role of **Relationship Manager - Grade 2**. It is intended for you to commence your employment on **1st July, 2024**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be employed on the terms and conditions in this agreement, in the role of **Relationship Manager**. In any addition to any duties allocated by the employer from time to time, your position will involve the duties set out below:

- **Follow up on leads for buyers and sellers.**
- **Negotiate and prepare contracts prior to the sale of a residential property.**
- **Prepare comp lists for properties in similar geographic areas to those in listings.**
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- **Advise property buyers and sellers on best practices and pricing strategies.**
- **Attend property closings and ensure all contract terms are met by both parties.**

2. Location

You will be based at the address shown below all though we may direct you to work at different locations from time to time.

4th floor , Urban Vault, 262, 16th Cross Rd, Sector 7, HSR Layout, Bengaluru, Karnataka-560102.

3. Probationary Period

Your employment is subject to the satisfactory completion of a probationary period of **three months**. The probationary period is designed to grant the employer time to assess whether you're able to fulfill your role with the employer. During the probationary period your employment may be terminated by either you or the employer upon providing one-week written notice.

4. Hours of work

- a) As a full-time employee, you will be required to devote substantially the whole of your time and attention during the employer's ordinary business hours to the performance of your duties under this agreement.
- b) You will not be entitled to receive any remuneration for work performed outside the hours referred to in sub clause (a) above.

5. Salary and Benefits

Your annual salary will be **₹ 5,00,000 ((300,000 Fixed) +(200,000 Performance Incentives))**. This salary will be paid monthly in the following manner, deposited in the nominated account. The above-mentioned salary is the total cost to the company and includes all payments made and benefits provided by the employer directly or indirectly to or on your behalf, whether as salary or otherwise.

6. Leave

You will be entitled to annual and long service leave in accordance with the applicable laws and the leave policy of the company.

7. Company Policies

You agree that the employer's policies, as amended or replaced from time to time, shall be binding upon you but shall not form part of the employment contract.

8. Confidentiality and Intellectual Property

You agree that you will not divulge any of the confidential information or trade secrets of the employer to any person, whether during or after the termination of your employment.

9. Termination

- a. During your employment, either party may terminate this agreement by providing written notice of 30 days to the other party.
- b. Notwithstanding sub clause (a) above, the employer may terminate this agreement by notice effective immediately without payment (except salary accrued to the date of termination) where you have committed an act of willful or serious misconduct, are significantly neglectful of your duties, or you are in breach of this agreement.

Acceptance

Please indicate your acceptance of this Letter of Offer and the terms of your employment contained herein by signing and returning the enclosed copy of this letter to the employer.

I, _____ accept and agree to the terms and conditions of employment contained in this letter of offer and agree to be bound by them.

Annexure-1

Sl.no	Particulars	Annual	Monthly
1	Basic	1,50,000.00	12,500.00
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A-B	Net Salary	2,97,000.00	24,750.00
	Variable Pay* (Target achieved based)	2,00,000.00	
	Annual Bonus*		
	Total CTC	5,00,000.00	25,000.00

**** Annual bonuses are contingent on individual and the company's market performance.**

Yours sincerely,



Suchindra Raghunath
Founder & CEO
FLY Realty

Dear Farid,

Re: Offer of Employment

We are delighted to offer you employment on a full-time basis in the role of **Relationship Manager - Grade 2**. It is intended for you to commence your employment on **1st July, 2024**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be employed on the terms and conditions in this agreement, in the role of **Relationship Manager**. In any addition to any duties allocated by the employer from time to time, your position will involve the duties set out below:

- **Follow up on leads for buyers and sellers.**
- **Negotiate and prepare contracts prior to the sale of a residential property.**
- **Prepare comp lists for properties in similar geographic areas to those in listings.**
- **Track contract term fulfillment for properties.**
- **Advise property buyers and sellers on best practices and pricing strategies.**
- **Attend property closings and ensure all contract terms are met by both parties.**

2. Location

You will be based at the address shown below all though we may direct you to work at different locations from time to time.

4th floor , Urban Vault, 262, 16th Cross Rd, Sector 7, HSR Layout, Bengaluru, Karnataka-560102.

3. Probationary Period

Your employment is subject to the satisfactory completion of a probationary period of **three months**. The probationary period is designed to grant the employer time to assess whether you're able to fulfill your role with the employer. During the probationary period your employment may be terminated by either you or the employer upon providing one-week written notice.

4. Hours of work

- a) As a full-time employee, you will be required to devote substantially the whole of your time and attention during the employer's ordinary business hours to the performance of your duties under this agreement.
- b) You will not be entitled to receive any remuneration for work performed outside the hours referred to in sub clause (a) above.

5. Salary and Benefits

Your annual salary will be ₹ 5,00,000 ((300,000 Fixed) +(200,000 Performance Incentives)). This salary will be paid monthly in the following manner, deposited in the nominated account. The above-mentioned salary is the total cost to the company and includes all payments made and benefits provided by the employer directly or indirectly to or on your behalf, whether as salary or otherwise.

6. Leave

You will be entitled to annual and long service leave in accordance with the applicable laws and the leave policy of the company.

7. Company Policies

You agree that the employer's policies, as amended or replaced from time to time, shall be binding upon you but shall not form part of the employment contract.

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You agree that you will not divulge any of the confidential information or trade secrets of the employer to any person, whether during or after the termination of your employment.

9. Termination

- a. During your employment, either party may terminate this agreement by providing written notice of 30 days to the other party.
- b. Notwithstanding sub clause (a) above, the employer may terminate this agreement by notice effective immediately without payment (except salary accrued to the date of termination) where you have committed an act of willful or serious misconduct, are significantly neglectful of your duties, or you are in breach of this agreement.

Acceptance

Please indicate your acceptance of this Letter of Offer and the terms of your employment contained herein by signing and returning the enclosed copy of this letter to the employer.

I, _____ accept and agree to the terms and conditions of employment contained in this letter of offer and agree to be bound by them.

Annexure-1

Sl.no	Particulars	Annual	Monthly
1	Basic	1,50,000.00	12,500.00
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A-B	Net Salary	2,97,000.00	24,750.00
	Variable Pay* (Target achieved based)	2,00,000.00	
	Annual Bonus*		
	Total CTC	5,00,000.00	25,000.00

**** Annual bonuses are contingent on individual and the company's market performance.**

Yours sincerely,



Suchindra Raghunath
Founder & CEO
FLY Realty

Dear Zeeshan,

Re: Offer of Employment

We are delighted to offer you employment on a full-time basis in the role of **Relationship Manager - Grade 2**. It is intended for you to commence your employment on **1st July, 2024**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be employed on the terms and conditions in this agreement, in the role of **Relationship Manager**. In any addition to any duties allocated by the employer from time to time, your position will involve the duties set out below:

- **Follow up on leads for buyers and sellers.**
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3. Probationary Period

Your employment is subject to the satisfactory completion of a probationary period of **three months**. The probationary period is designed to grant the employer time to assess whether you're able to fulfill your role with the employer. During the probationary period your employment may be terminated by either you or the employer upon providing one-week written notice.

4. Hours of work

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- b) You will not be entitled to receive any remuneration for work performed outside the hours referred to in sub clause (a) above.

5. Salary and Benefits

Your annual salary will be **₹ 5,00,000 ((300,000 Fixed) +(200,000 Performance Incentives))**. This salary will be paid monthly in the following manner, deposited in the nominated account. The above-mentioned salary is the total cost to the company and includes all payments made and benefits provided by the employer directly or indirectly to or on your behalf, whether as salary or otherwise.

6. Leave

You will be entitled to annual and long service leave in accordance with the applicable laws and the leave policy of the company.

7. Company Policies

You agree that the employer's policies, as amended or replaced from time to time, shall be binding upon you but shall not form part of the employment contract.

8. Confidentiality and Intellectual Property

You agree that you will not divulge any of the confidential information or trade secrets of the employer to any person, whether during or after the termination of your employment.

9. Termination

- a. During your employment, either party may terminate this agreement by providing written notice of 30 days to the other party.
- b. Notwithstanding sub clause (a) above, the employer may terminate this agreement by notice effective immediately without payment (except salary accrued to the date of termination) where you have committed an act of willful or serious misconduct, are significantly neglectful of your duties, or you are in breach of this agreement.

Acceptance

Please indicate your acceptance of this Letter of Offer and the terms of your employment contained herein by signing and returning the enclosed copy of this letter to the employer.

I, _____ accept and agree to the terms and conditions of employment contained in this letter of offer and agree to be bound by them.

Annexure-1

Sl.no	Particulars	Annual	Monthly
1	Basic	1,50,000.00	12,500.00
2	HRA	75,000.00	6,250.00
3	Special Allowance	75,000.00	6,250.00
A	Gross Salary	3,00,000.00	25,000.00
1	Professional Tax	0	0
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B	Total Deduction	3,000.00	250.00
A-B	Net Salary	2,97,000.00	24,750.00
	Variable Pay* (Target achieved based)	2,00,000.00	
	Annual Bonus*		
	Total CTC	5,00,000.00	25,000.00

**** Annual bonuses are contingent on individual and the company's market performance.**

Yours sincerely,



Suchindra Raghunath
Founder & CEO
FLY Realty

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Pavithra MN**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



{{Dte_es_:signer1:date}}

D P Cyril Jashua
Bangalore

PRIVATE AND CONFIDENTIAL

Employment Offer Letter and Terms and Conditions of Employment

Dear D P Cyril,

We are pleased to offer you employment with **PricewaterhouseCoopers Service Delivery Center – (Bangalore) Private Limited (“Company” or “PwC AC Bangalore”)** in the position of **Specialist 4**. Your work location will be **Bangalore**. Reporting lines and location are subject to change depending on business requirements. The title, roles and responsibilities may also be varied from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policy of the Company.

If you accept this offer, your commencement date with us will be on or before **18 June, 2024**, or such other date as may be communicated by us to you in writing (“**Employment Commencement Date/Date of Joining**”).

Remuneration Package:

1. Annual Compensation:

You are being offered a total annual compensation of **Rs. 333,200/- Three Lakh Thirty Three Thousand Two Hundred Only**.

The details of your total annual compensation are specified in Annexure 1 to this offer letter (“**Offer Letter**”).

2. Incentive Compensation:

In addition to the annual compensation as mentioned above, you may also be eligible for bonuses from time to time, as may be set forth in the respective incentive compensation programs, as applicable to your position.

Under the Company’s current incentive programs, you may be eligible for an Annual Performance Bonus, as applicable to your position. The amount and timing of, and eligibility for, any bonus shall be at the sole discretion of the Company. Bonuses and rewards are provided by the Company as an incentive for your continued employment with the Company; therefore, in order to earn, and be eligible to receive a bonus, you must be actively employed by the Company on the date such bonus or reward is to be paid. The Company may at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of the incentive compensation programs, guidelines and policies.

3. Benefits:

You will be eligible for Company sponsored India specific benefit programs such as gratuity, provident fund, group medical insurance for the employee and his/her family, life insurance and accident insurance for the employee. You are also eligible for the executive health check-up plan, for a free annual health check-up which contains a series of tests.

Other Terms: Please read the following terms and contact us with any questions that you may have.

1. Employment Agreement:

Once you accept this offer, you will be required to sign an employment agreement (“**Employment Agreement**”), the format of which is attached to this Offer Letter. Your employment with the Company will be on the terms of this Offer Letter and the Employment Agreement until the end of your employment with the Company.

2. Working Hours:

You will be required to work, for such hours as are reasonably necessary to meet the Company’s requirements, in a variety of locations and for proper discharge of your duties. The working hours will be consistent with Company’s policies and will include such reasonable working hours as might be required for performing your duties competently and to meet the Company’s requirements. You hereby agree and volunteer to work during the night shift, as and when the Company feels that your services are required. You confirm that you have no objection whatsoever to work during the night shift, as per the Company’s policies.



3. Promotion and Salary Review:

You will be eligible to participate in the promotion and salary review process as per the policy of the Company.

4. Visa:

If you do not have the right of abode, the right to land or the status of unconditional stay in India, an employment visa is required for your employment. The Company will assist you with obtaining the necessary documents for you and your family. Any continued employment is contingent upon the immigration authorities approving any renewal of the employment visa and will automatically be deemed to be terminated should such approval not be granted.

5. Taxation:

Your remuneration and benefits have been stated gross of tax. You will be responsible for all Indian salaries tax on your remuneration, allowance and benefits, where applicable. In the event that you have sources of income or expense outside of your employment with the Company, you are responsible for ensuring adherence to the tax laws on those matters as well.

6. Travel, Assignments or Secondment:

a. **Within India:** You are required to work on any project to which you are assigned, unless there is good reason not to do so.

b. **Outside India:** While based in India you may be required to travel and stay to work on projects outside India, within and/or outside the Asia Pacific region.

7. Termination:

(a) Your employment in the Company is subject to satisfactory verification of your certificates, testimonials and personal particulars/credentials. The Company reserves the right to conduct a background check (including criminal history record search, education and employment; and personal details verification) on you directly or through nominated third party agencies. In the event that such verification or background check is un-successful or reveals any discrepancy in the statement(s) made in your application or in the bio-data or in the declarations made by you including in this Offer Letter and/or the Employment Agreement, your services are liable to be terminated forthwith without any notice or any further compensation from the day such discrepancies have been identified.

(b) Notwithstanding anything contained in this offer, this offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6 months from the date of joining failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

(c) You will automatically retire from services upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(d) Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company.

As such the Company may terminate your employment on an immediate basis for any of the following conduct on your behalf effective immediately:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of the Company;

(iv) material failure to adhere to the Company's corporate codes, policies or procedures;

(v) continued failure to meet performance standards as determined by the Company;

(vi) a breach or threatened breach of any material provision of this Offer Letter or the Employment Agreement if it is not cured to the Company's satisfaction within a reasonable period after the Company provides you with notice to your address on the Company's records of the breach; provided that no notice and cure period will be required if the breach cannot be cured;

(vii) violation of any statutory, contractual, or common law duty or obligation to the Company, including without limitation, the duty of loyalty.

In case of termination on account of any of the above reasons, you will only be entitled to earned and unpaid gross salary, accrued leave (if any) and any other applicable statutory payments through the effective termination date.



(e) The Company may terminate your employment for reasons other than those specified above or for no reason, effective upon a prior written notice of at least sixty (60) days or payment in lieu of such notice. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the net amount of gross salary you are entitled to in lieu for the remaining notice period, less any deductions or withholdings, as required by law.

(f) You agree to provide the Company with a prior written notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period, unless agreed otherwise.

8. Return of Property:

Upon termination of employment, you will be required to return all property (including but not limited to keys, records, notes, data, computer discs or tapes, memoranda, business cards, security passes and equipment) which is held in your possession, custody or under your control, belonging to or relating to business affairs of the Company.

9. Acknowledgement:

You acknowledge that your joining the Company will not breach any agreement relating to employment or the provision of services to which you are or have been a party.

The Company may amend or discontinue any of its plans, programs, policies and procedures at any time for any or no reason with or without notice to the extent permitted by law.

We are excited about having you join us. On behalf of the PwC AC Bangalore team, we hope you find these terms and conditions suitable. If you have any questions about the contents of this letter, please do not hesitate to contact us on us_advisory_ac_india_hc_operations@pwc.com.

10. To indicate your acceptance and agreement with all the terms of this Offer Letter and the attachments including the Employment Agreement, please share the signed copy of the Offer Letter, no later than **1 June, 2024**. It is clarified that the employment offer made to you under this Offer Letter will automatically lapse on **1 June, 2024** and will no longer be valid if we do not receive your signed acceptance of the Offer Letter. It is further clarified that the employment offer under this Offer Letter is contingent upon you joining the services of the Company on the Employment Commencement Date. The employment offer made to you under this Offer Letter, will be deemed withdrawn on your failure to join the services on the Employment Commencement Date.

Yours truly,
For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:_signer1:signature}}

Authorized Signatory

Date: {{Dte_es_:_signer1:date}}

I, **D P Cyril Jashua**, accept the offer and terms of employment as detailed in this letter and the attached Employment Agreement.

{{Sig_es_:_signer2:signature}}

Date: {{Dte_es_:_signer2:date}}



Annexure 1	
Private and Confidential	
Date: {{Dte_es_:signer1:date}}	
Name: D P Cyril Jashua Designation: Specialist 4	
Salary Components - Annual	
Particulars	Amount (Rs.)
Basic Salary (40% of Gross Salary)	121,280
Flexible Benefit Package (FBP)*	167,366
Employer contribution of PF	14,554
Gross Salary	303,200
Shift and meal allowances	30,000
Total Annual Compensation	333,200
Benefits Estimated Value	
Term Life Insurance	924
Group Accident Insurance	378
Group Medical Insurance	43,739
Employee Assistance Program and wellness resources	400
Total Benefits (1)	45,441
Gratuity	As per Payment of Gratuity Act 1972
<p>*FBP can be used for the following components:</p> <ol style="list-style-type: none"> 1. Food Coupons (Sodexo) - INR 26,400 (i.e.2200 per month) 2. Leave Travel Allowance (LTA) - up to a maximum of FBP amount available for allocation 3. House Rent allowance (HRA) - 40% of Basic for Non-Metro, 50% of Basic for Metro 4. Special Allowance - Balancing Figure, FBP minus all above components <p><i>The above are subject to applicable taxes as per the Indian law.</i></p>	
<p><i>All the above benefits are as per Company's policies and may have tax implications. These are subject to change from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policies of the Company. Benefits if not availed cannot be claimed as cash equivalent</i></p> <p><i>(1) The value above is only the estimated monetized value of the applicable benefits</i></p>	



EMPLOYMENT AGREEMENT/SPECIALIST 4

This Agreement ("**Agreement**") is between **PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited ("Company" or "PwC AC Bangalore")** and **D P Cyril Jashua ("You" and all similar references)**.

1. **Definitions**

(a) "**Cessation Date**" means the effective date of cessation of your employment with PwC AC Bangalore.

(b) "**Cause**" means any of the following conduct by you:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of PwC AC Bangalore;

(iv) material failure to adhere to PwC AC Bangalore's corporate codes, policies or procedures;

(v) continued failure to meet the performance standards as determined by PwC AC Bangalore

(vi) a breach of any provision or threatened breach of any material provision of this Agreement if the breach is not cured to PwC AC Bangalore's satisfaction within a reasonable period after PwC AC Bangalore provides you with notice to your address on PwC AC Bangalore's record of the breach provided that no notice and cure period will be required if the breach cannot be cured; and

(vii) violation of any statutory, contractual, or common law duty or obligation to PwC AC Bangalore, including without limitation the duty of loyalty.

(c) "**Offer Letter**" means the employment offer letter dated **{{Dte_es_:signer1:date}}** by which you were offered employment with PwC AC Bangalore and accepted by on **{{Dte_es_:signer2:date}}**.

2. **Employment**

2.1 You accept employment on the terms of the Offer Letter and this Agreement along with its exhibits thereto until the end of your employment with PwC AC Bangalore in accordance with clause 6 of this Agreement.

2.2 Probation: You will be on probation for the first 180 days of employment, including your date of joining. This period will be on a trial basis and would be considered a continuation of the employment selection process and therefore will be termed as your probationary period with the Company. Your continued employment with the Company will be confirmed by the Company by a communication to that effect. It may be specifically noted that unless such confirmation is received by you you will continue to be on probation. The Company may at its sole discretion at any time extend this period of probation for an additional period of two (2) months or any such period as required at Company's discretion upon notice to you. During this probationary period PwC AC Bangalore may terminate your employment by giving 15 days' notice in writing or salary in lieu of notice to you with or without cause and without stating any reasons whatsoever. If you desire to terminate your employment during the probation period, you shall provide the Company 15 days prior notice in writing with reason for such termination.

2.3 By signing this Agreement, you agree to:

(a) devote your professional time and effort to PwC AC Bangalore's business and to refrain from professional practice outside of the interests of PwC AC Bangalore or any of its subsidiaries;

(b) abide by all policies of PwC AC Bangalore, current and future, including but not limited to the Equal Employment Opportunity policy attached as Exhibit A and the Anti-Harassment policy attached as Exhibit B to this Agreement;

(c) abide by the Confidentiality and Intellectual Property Agreement attached as Exhibit C to this Agreement; and



- (d) abide by the terms of the Consent Form concerning personal data attached as Exhibit D to this Agreement.
 - (e) Abide by the terms of the Exhibit E concerning past employment obligations
- 2.4 You also confirm that you are not currently bound by any agreement that could prohibit or restrict you from being employed by PwC AC Bangalore or from performing any of your duties under this Agreement.

3. **Compensation and Benefits**

As of the commencement of your employment, PwC AC Bangalore will pay you a salary as specified in the Offer Letter, less required and authorized withholdings and deductions, payable in 12 equal monthly installments in accordance with PwC AC Bangalore's normal payroll practices.

4. **Leave Entitlement**

Your annual leave entitlement will be as provided in the Leave Policy of the Company as amended from time to time.

5. **Covenants**

While employed with PwC AC Bangalore, and for 1 (One) Year after your Cessation Date you shall not directly or through anyone else solicit, employ or retain any current employee of PwC AC Bangalore. You agree that these obligations protect PwC AC Bangalore's legitimate interests without unreasonably restricting your ability to earn a living after leaving PwC AC Bangalore.

6. **Termination and Resignation**

(a) You shall retire from services immediately upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(b) The Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company. This offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6months from the Employment Commencement date failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

As such PwC AC Bangalore may terminate your employment on account of Cause effective immediately without giving any notice or pay in lieu of notice . .

You will only be entitled to earned and unpaid salary and salary for accrued leave and any other statutory payments (if any) until the effective termination date.

(c) PwC AC Bangalore may terminate your employment for reasons other than Cause or for no reason, effective upon at least sixty (60) days written notice or payment of the salary in lieu of such notice less any required deductions or withholdings as required by law. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the salary you are entitled to in lieu for the remaining notice period less any required deductions or withholdings, as required by law.

(d) You agree to provide PwC AC Bangalore with prior notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period unless agreed otherwise. The Company management has the discretion for any notice period waive-off based on the work obligations.

(e) In case of failure to serve the notice period, you will agree to pay equivalent gross salary in lieu of the notice period not served. The company may at its sole discretion adjust any unused vacation against notice period.

(f) The Company may require you to utilize any accrued leave during the notice period.

7. **Arbitration**

(a) All disputes between you and PwC AC Bangalore shall be resolved by arbitration in Bangalore or any other mutually agreeable location in India. Arbitral disputes include without limitation employment, employment termination claims and claims by you for employment discrimination, harassment, retaliation and wrongful termination.

(b) Arbitration shall be conducted under the auspices of the Indian Council of Arbitration before a panel of three arbitrators, which shall consist of one person selected by each of the two sides to the dispute and the third person jointly selected by the other two arbitrators.



(c) The arbitration panel shall have no authority to modify this Agreement (except pursuant to clause 8 of this Agreement) or to award punitive or exemplary damages. PwC AC Bangalore may, without waiving its right to compel arbitration, seek injunctive or other provisional relief from a court of competent jurisdiction, to prevent any arbitration award from being rendered ineffectual, to protect PwC AC Bangalore's confidential information or intellectual property or for any other purpose in the interests of PwC AC Bangalore.

The courts at Bangalore or any court of competent jurisdiction in any other state will have jurisdiction over any proceeding relating to arbitration, and may enter judgment on any arbitration award rendered or grant judicial recognition of the award or an order of enforcement.

8. **Entire Agreement**

This Agreement and the Offer Letter forms the entire agreement between you and PwC AC Bangalore regarding these matters and supersede any verbal and written agreements on such matters. In the event of a conflict between the main body of this Agreement or the Offer Letter and the Exhibits, the main body of the Agreement or the Offer Letter shall take precedence. This Agreement may be modified only by a written agreement signed by you and the Authorized Signatory of PwC AC Bangalore or their designee, provided that the policies of the Company may be amended at any time for any or no reason with or without notice to the extent permitted by law.

9. **Severability**

(a) If any provision of this Agreement is held invalid or unenforceable for any reason, the invalidity shall not nullify the validity of the remaining provisions of this Agreement.

(b) If any provision of this Agreement is determined by a court or arbitration panel to be unenforceable by reason of being overly broad in duration, geographical coverage or scope or unenforceable for any other reason, such provision will be narrowed so that it will be enforced as much as permitted by law.

10. **Waiver**

Any party's waiver of the other party's breach of any provision of this Agreement shall not waive any other right or any future breaches of the same or any other provision.

11. **Choice of Law**

The Offer Letter and this Agreement shall be governed by laws of India. You and PwC AC Bangalore consent to the non-exclusive jurisdiction and venue of the courts in Bangalore and agree that any permitted lawsuit may be brought to such courts or any other court of competent jurisdiction as provided in clause 7 of this Agreement.

12. **Assignment and Beneficiaries**

This Agreement only benefits and is binding on the parties and their permitted assigns provided that you may not assign your rights or duties under this Agreement without the express prior written consent of the other parties. PwC AC Bangalore may assign any rights or duties that it has, in whole or in part, to its affiliates and subsidiaries without your consent.

13. **Counterparts**

For convenience of the parties, this Agreement may be executed in one or more counterparts, each of which shall be deemed an original for all purposes.

14. **Survival**

Clauses: 2, 5, 7 through 13 and Exhibits C and D shall survive any termination of this Agreement or your employment (including your resignation).



The parties to this Agreement state that they have read, understood and agree to be bound by this Agreement:

For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:signer1:signature}}

Authorized Signatory

{{Dte_es_:signer1:date}}

{{Sig_es_:signer2:signature}}

D P Cyril Jashua

{{Dte_es_:signer2:date}}



EXHIBIT A

Equal Employment Opportunity

It is the policy of PwC AC Bangalore and its group of companies to provide equal employment opportunity for all applicants and employees. PwC AC Bangalore does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other legally protected classification. PwC AC Bangalore also makes reasonable accommodations for disabled employees. An employee who believes he or she has a disability and requires an accommodation should inform their Human Resources Manager so that the employee's request can be evaluated. PwC AC Bangalore prohibits the harassment of any individual and further prohibits the harassment of any individual based on any of the aforementioned legally protected classifications. Unlawful discrimination or harassment shall not be tolerated by PwC AC Bangalore.

This policy applies to all areas of employment including, but not limited to, recruitment, recruitment advertising and/or other communications media, hiring, rates of pay and other compensation, benefits, overtime, promotions, transfers, demotions, training, layoffs, or terminations, recalls, disciplinary actions and all other terms, conditions, or privileges of employment.

PwC AC Bangalore, as required by law, will establish a written affirmative program to strive for best utilization of minorities, the disabled and women throughout our workforce. The results will be reviewed no less than annually and adjusted appropriately to meet stated goals. The coordinator of this program is the Director - HC at PwC AC Bangalore.

The coordinator will be responsible for ensuring the creation of the program with the inclusion of its multiple requirements, the development of an audit procedure to measure the effectiveness of the program and the facilitation of the annual status presentation to the executive management group.

Each employee is required to abide by this policy and assist with its enforcement. Violation of this policy will result in disciplinary action, up to and including termination of employment. If an employee believes that he/she has been unlawfully discriminated against in an employment matter, please direct your concerns to the Director - HC the Equal Employment Opportunity coordinator for PwC AC Bangalore. A prompt and thorough investigation shall be conducted and a determination made as to the appropriate management response. Full cooperation by each employee asked to assist during an investigation is required and no reprisals shall result from the reporting or assisting in the investigation of, concerns related to this policy. Concerns or complaints of any retaliation should be directed to the Director-HC immediately.



EXHIBIT B

Anti-Harassment Policy

PwC AC Bangalore and its group of companies prohibits sexual or other unlawful harassment of its employees, vendors, clients or applicants, whether engaged in by company personnel, clients, customers, vendors, or others. This policy also prohibits employment actions that are based on an employee's submission to or rejection of unwelcome sexual advances or other behavior prohibited by this policy. This policy applies at PwC AC Bangalore facilities and at other locations where our employees conduct business or socialize, such as client sites or at company or client sponsored business and social functions including homes of the employees during a work from home setup and all employees are to adhere to this policy even in the course of online meetings, virtual socialization activities and/ or engaging in informal conversations during a work from home setup.

Sexual harassment is viewed as a form of employee conduct that undermines the integrity of the employment relationship. For the purposes of this policy, sexual harassment is defined as sexual behavior that is unwelcome, is personally offensive, and/or creates a hostile, intimidating or offensive work environment. PwC AC Bangalore will not tolerate sexual harassment by anyone – supervisors, employees, vendors, or clients.

Some examples of sexual harassment are:

- Unwelcome or unwanted sexual advances. This includes patting, pinching, brushing up against, hugging, cornering, kissing, or any other similar physical contact considered unwelcome by another individual.
- Requests or demands of sexual favors. This includes subtle or blatant expectations, pressures, or requests of any type of sexual favor accompanied by an implied or stated promise of preferential treatment or negative consequences concerning one's employment.
- Verbal abuse or kidding that is sex-oriented and considered unwelcome by another person. This includes comments about an individual's body or appearance (where such comments go beyond a mere compliment); off-color jokes that are clearly unwanted or considered offensive by others; or any other tasteless, sex-oriented comments, innuendoes, or offensive actions.
- Any sexually oriented conduct that would unreasonably interfere with another's work performance. This includes extending unwanted sexual attention to someone, which reduces personal productivity.
- Participation in fostering a work environment that is intimidating, hostile, or offensive because of unwelcome or unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts, or attention.
- Possession in the workplace or display of sexually suggestive objects or pictures; emails, internet sites, or other correspondence with sexually suggestive content.
- Tangible employment decisions made because of or influenced by an individual's compliance with or refusal to comply with sexual demands.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

This policy also expressly prohibits behavior that harasses an employee or applicant on the basis of his or her race, color, creed, religion, age, gender, national origin, citizenship status, marital status, sexual orientation, disability, or other category protected by Central, State, or local law. Forms of such harassment can include physical, verbal and nonverbal behavior that harasses, disrupts, or interferes with an employee's work performance or in any way creates or contributes to an intimidating, hostile or offensive work environment. This behavior includes, by way of example only, epithets, slurs, off-color jokes, threats, or posters, cartoons, emails, or drawings that are insulting, degrading, derogatory or ridiculing of one based on his or her protected status.

Behavior prohibited by this policy often can occur without the knowledge of others and what one may regard as offensive, another may not. For the company to effectively implement this policy, all persons must respond to and report behavior that violates this policy. Cooperation in preventing this type of conduct is essential.



If you believe that you have been subjected to inappropriate sexual or other behavior, you should immediately tell the offender that his or her behavior is offensive and must cease. If such a direct approach is ineffective or impractical under the circumstances, you must report such behavior to one of the persons identified below. If you have reason to believe that another employee of the company has been subjected to or has engaged in behavior that violates this policy, you should also immediately inform one of the individuals identified below.

The Internal Committee ("IC") duly constituted by PwC AC Bangalore under applicable law is available to investigate, promptly and thoroughly, any such complaint or report of inappropriate behavior. Complaints and investigations will be handled in a confidential manner consistent with the need to investigate and take corrective action.

If you are aware of conduct by anyone – including those at any level – that may be unethical, illegal or inconsistent with PwC's Code of Conduct, Our Standards, values or policies – help is available. Talk to your Human Capital Team (HR) representative. You can also report your concerns to the Ethics Helpline, anonymously if you prefer at Bangalore/Hyderabad/Kolkata/Mumbai AC: 000-800-100-1555.

In response to a meritorious complaint, PwC AC Bangalore will as necessary or appropriate, take disciplinary action against anyone found in violation of this policy, up to and including termination of employment.

Overall responsibility for PwC AC Bangalore's Equal Employment Opportunity and Sexual Harassment policy has been assigned to the Director-HC who is responsible for the implementation and enforcement of this policy.

Every employee may access this confidential system without fear of reprisal. This policy also prohibits retaliation against anyone who in good faith complains under this policy or participates in an investigation. Full cooperation by each employee asked to assist during any investigation pursuant to this policy is required. Complaints of retaliation (actual, threatened or feared) also should be directed to one of the individuals identified above.



EXHIBIT C

Confidentiality and Intellectual Property Agreement

As a material part of the consideration for my employment by PwC Service Delivery Center – Bangalore Private Limited and the salary and other compensation that I shall receive during my employment, I acknowledge and agree that, by my signature on the document to which this Confidentiality and Intellectual Property Agreement (“CIPA”) is attached as an exhibit, I also agree to this CIPA’s terms:

1.

(a) I will, both during my work for PwC AC Bangalore and thereafter, hold in confidence and not directly or indirectly reveal, report, publish, disclose, transfer or otherwise share or make any Proprietary Information (as defined below) accessible, to any person or entity, or utilize any Proprietary Information for any purpose, except in the course of my work for PwC AC Bangalore’s sole benefit. In addition, I will not remove, reproduce, transmit, summarize or copy any Proprietary Information except as expressly required by PwC AC Bangalore to enable me to perform my duties. I understand that this Section 1 is effective as of the commencement of my employment with PwC AC Bangalore or the date I acquired knowledge of any Proprietary Information, whichever is earlier.

(b) I will not knowingly use for the benefit of, or disclose to any person employed by, PwC AC Bangalore confidential information of any of my former employers or of any other third party or otherwise knowingly infringe or misappropriate any proprietary right of any third party. I represent and warrant that no contract, agreement or other obligation between or among me and any third party will interfere in any manner with my complete performance of my duties to PwC AC Bangalore or with my compliance with the terms and conditions of this CIPA. Without limiting the foregoing, I (have / have not) signed an agreement with [·], a previous employer or other entity, relating to inventions and confidential information. I (can/cannot) furnish PwC AC Bangalore with a copy of said agreement.

(c) “**Proprietary Information**” as used in this CIPA means all information or material disclosed to or known to me as a consequence of my employment with PwC AC Bangalore or any affiliate of PwC AC Bangalore (“**affiliate**” includes without limitation, for purposes of this CIPA, subsidiaries and other related entities of PwC AC Bangalore), including, without limitation, third party information that PwC AC Bangalore treats as confidential and any information disclosed to or developed by me or embodied in or relating to works for hire. Proprietary Information includes, but is not limited to discoveries, ideas, inventions, concepts, software in various states of development and related documentation, designs, drawings, specifications, techniques, methodologies, models, data, source code, object code, documentation, diagrams, flow charts, research, development, processes, training materials, templates, procedures, “know-how,” tools, client identities, client accounts, web design needs, client advertising needs and history, client reports, client proposals, product information and reports, accounts, billing methods, pricing, data, sources of supply, business methods, production or merchandising systems or plans, marketing, sales and business strategies and plans, finances, operations, and information regarding employees and other similar information (whether or not reduced to writing). Notwithstanding the foregoing, information that is publicly known and is generally employed by the trade at or after the time I first learn of such information (other than as a result of my breach of the CIPA), shall not be deemed part of the Proprietary Information.

2.

(a) All Works (as defined below) shall belong exclusively to PwC AC Bangalore and/or its affiliates, as the context may require whether or not fixed in a tangible medium of expression. Without limiting the foregoing, to the maximum extent permitted under applicable law, all Works shall be deemed to be “works made in the course of your employment with the PwC AC Bangalore” or “works made for hire”, under Section 17 of the Indian Copyright Act, 1957 (as amended from time to time) and PwC AC Bangalore shall be deemed to be the author thereof. If and to the extent any Works are determined not to constitute “works made for hire,” or if any rights in the Works do not accrue to PwC AC Bangalore as a work made for hire, I hereby irrevocably assign and transfer to PwC AC Bangalore to the maximum extent permitted by law all right, title and interest in the Works, including all copyrights (including moral rights), patents, trade secret rights, and other proprietary rights in or relating to the Works. To the extent my moral rights cannot be assigned, I hereby irrevocably and expressly waive them and agree not to assert any claims based on such rights against PwC AC Bangalore or its affiliates. Without limiting the foregoing, I hereby irrevocably assign and transfer to PwC AC Bangalore all economic rights to the Works, including the rights to reproduce, manufacture, use, adapt, modify, publish, distribute, sublicense, publicly perform and communicate, translate, lease, sell, offer for sale, import, export and otherwise exploit the Works. I shall have no right to exercise any rights to the Works. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to



copyrightable material shall not lapse nor the rights transferred therein revert to me, even if PwC AC Bangalore does not exercise the rights under the assignment within a period of 1 (one) year from the date of assignment.

I further acknowledge and agree that I waive any right to and will not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. Without limiting the foregoing, I will not have the right to and will not reproduce, adapt, modify, publish, distribute, sublicense, publicly perform or communicate, translate, lease, import or otherwise exploit the Works, except as expressly authorized by PwC AC Bangalore in the scope of my employment. I expressly acknowledge and agree that I wish to remain anonymous and not to have my name or any pseudonym used in connection with the Works. I hereby approve any and all modifications, uses, publications and other exploitation of the Works that PwC AC Bangalore or any successor or transferee thereof may elect to make, and I expressly agree that no such modifications, uses, publications or exploitations will or may cause harm to my honor or reputation. I agree that no modification, use or publication of the Works by PwC AC Bangalore or any successor or transferee thereof will be deemed to constitute a distortion or mutilation of the Works. PwC AC Bangalore shall have the unrestricted right to transfer and convey any or all of PwC AC Bangalore's rights in or relating to the Works to any person or entity.

(b) I understand that the CIPA is not intended and shall not be interpreted to assign to or invest in PwC AC Bangalore any of my rights in any inventions developed entirely on my own time without using PwC AC Bangalore's equipment, supplies, facilities, resources, or trade secret information, except for those inventions that either relate at the time of conception or reduction to practice of the inventions to the business of PwC AC Bangalore or the actual or demonstrably anticipated research or development of PwC AC Bangalore, or result from any work that I performed for PwC AC Bangalore.

(c) I will keep and maintain adequate and current written records of all inventions, original works of authorship, trade secrets or other Works in which rights vest in or are assigned to PwC AC Bangalore hereunder. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by PwC AC Bangalore. The records will be available to and remain the sole property of PwC AC Bangalore at all times.

(d) I will provide any assistance reasonably requested by PwC AC Bangalore to protect its proprietary and intellectual property rights, including, to obtain Indian or foreign letters patent and copyright registrations covering inventions, original works of authorship and other Works belonging or assigned hereunder to PwC AC Bangalore. I will execute any transfers of ownership of letters patent or assignments of copyrights or other proprietary rights transferred or assigned hereunder (including short form assignments intended for recording with the Indian, U.S. or any other foreign copyright and patent authorities, or any other entity). I understand that my obligations under this Section shall survive any termination of this CIPA or of my employment in perpetuity, provided that PwC AC Bangalore will compensate me at a reasonable rate for time actually spent performing such obligations at PwC AC Bangalore's request after such termination. If PwC AC Bangalore is unable for any reason whatsoever, including my mental or physical incapacity, to secure my signature to apply for or to pursue any application for any United States or foreign letters patent or copyright registrations or on any document transferring or assigning any patent, copyright or other proprietary right that I am obligated hereunder to transfer or assign, I hereby irrevocably designate and appoint PwC AC Bangalore and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf and in my stead to execute and file any such applications and documents and to do all other lawfully permitted acts to further the application, registration, prosecution and issuance of letters patent or copyright registrations or transfers or assignments thereof or of any other proprietary rights with the same legal force and effect as if executed by me. This appointment is coupled with an interest in and to the inventions, works of authorship, trade secrets and other Works to which any proprietary rights may apply and shall survive my death or disability.

(e) "**Works**" means:

1. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during my employment with PwC AC Bangalore (which term includes, for purposes of this entire definition, any affiliate of PwC AC Bangalore), or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and that relate to the business of PwC AC Bangalore or its actual or demonstrably anticipated research or development,
2. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during or after my employment with PwC AC Bangalore, or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and which are made through the use of any of PwC AC Bangalore's or any PwC AC Bangalore's predecessors' equipment, facilities, supplies, trade secrets or time, or which result from any work that I perform or performed for PwC AC Bangalore, and any part or aspect of any of the foregoing.



3. For purposes of Sections 2 (a), (b), (c) and (d) of this CIPA, the term PwC AC Bangalore shall mean (i) PwC AC Bangalore for any period of time during which I am employed by PwC AC Bangalore and (ii) any affiliate of PwC AC Bangalore for any period of time during which I am employed by such affiliate.
3. I will return immediately to PwC AC Bangalore all property of PwC AC Bangalore and its affiliates (including without limitation all Proprietary Information, documents, notes and other work product) in my possession or control, including duplicates, when I leave my employment or whenever PwC AC Bangalore may otherwise require that such Proprietary Information and other property be returned.
4. I will comply, and do all things necessary to assist PwC AC Bangalore to comply, with the laws and regulations of all governments under which PwC AC Bangalore does business, and with the provisions of contracts between PwC AC Bangalore and any such government or its contractors, or between PwC AC Bangalore and any private contractors, that relate to intellectual property or to the safeguarding of information, including the signing of any confidentiality agreements required in connection with the performance of duties during my employment with PwC AC Bangalore.
5. I understand and agree that the provisions of this CIPA shall remain in full force and effect in accordance with their terms notwithstanding any termination of my employment with PwC AC Bangalore for any or no reason.
6. The CIPA constitutes the entire agreement between PwC AC Bangalore and me with respect to the subject matter hereof and supersedes all prior and/or contemporaneous understandings, agreements or communications, whether oral or written, on such subject matter, provided that the provisions of any other written agreement between PwC AC Bangalore and me shall remain in full force and effect in accordance with its terms.
7. The CIPA shall be governed by and construed and enforced in accordance with the laws of India.
8. The CIPA may not be amended or modified except by a written document signed by me and a duly authorized representative of PwC AC Bangalore. The waiver of any right hereunder shall not be binding unless set forth in writing signed by the waiving party, and shall not bar the exercise of any other right or of the same right on any other occasion.
9. The CIPA shall be binding upon and inure to the benefit of me, PwC AC Bangalore and its affiliates, successors and assigns, provided, however, that I understand that I may not assign my rights or delegate my obligations under this CIPA without the express prior written consent of PwC AC Bangalore. Without limiting the foregoing, the rights of PwC AC Bangalore hereunder may be assigned in whole or in part without my consent to any of PwC AC Bangalore's affiliates or to any other entity that, whether by merger or otherwise, acquires all or substantially all of the assets, business or stock of the office or branch in which I work.
10. If any provision of this CIPA is held invalid or unenforceable for any reason, the invalidity shall not affect the validity of the remaining provisions of this CIPA, and the parties shall substitute for the invalid provision a valid provision which most closely approximates the intent and economic effect of the invalid provision.
11. I acknowledge and understand that any breach by me of any of Sections 1, 2, 3 or 4 of this CIPA will cause PwC AC Bangalore and its affiliates to suffer irreparable harm for which damages are an inadequate remedy and are difficult to calculate. Accordingly, I agree that PwC AC Bangalore and its affiliates will be entitled, without limiting any other available legal or equitable remedies, to injunctive relief (without the need to post any bond or other security) to enforce the terms of the CIPA in whole or in part and to prevent any breach or threatened breach of any of those Sections.



EXHIBIT D

Consent Form

I acknowledge and agree that PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited and its affiliates or related bodies corporate want to develop a global human resources database in support of PwC AC Bangalore's legitimate business purposes.

These legitimate business purposes include, without limitation:

- (a) the submission of proposals to clients and potential clients of PwC AC Bangalore;
- (b) the compilation of directories;
- (c) the organization of security procedures;
- (d) the processing of worker compensation and insurance claim and the management of human resources.

I therefore understand and agree that PwC AC Bangalore hold, collect, receive, store, record, have access to, process and transfer personal information about myself ("**Personal Data**"), including, without limitation:

- (a) identification data such as my name, home address, telephone and fax number, personal email address, date of birth, social security number, citizenship, ID and passport number and/or other employee identification number, marital status;
- (b) employment data such as my salary, job title, resumes, applications, copies of school, college and university diplomas, background verification information, entitlement to stock options, employment references;
- (c) financial information such as bank account numbers and tax related information; and
- (d) other information necessary to PwC AC Bangalore's legitimate business purposes, which I may voluntarily disclose in the course of my application and subsequent employment with PwC AC Bangalore.

I understand that, unless allowed or required by laws and/or regulations, PwC AC Bangalore does not, as a general rule, collect sensitive data, such as information about racial and ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, sexual orientation, health information, etc. However, if I have voluntarily in any way disclosed information of that nature to PwC AC Bangalore, I understand that PwC AC Bangalore may not be able or may be able only with disproportionate effort to delete this information from its database and I agree to the use, disclosure, processing and transfer, including cross-border transfer, of these information, even though it is possible that the recipient of such information may not be bound by similar obligations to protect such information.

I understand and agree that relevant Personal Data are transferred or shared:

- (a) among PwC AC Bangalore affiliates for the purposes of, and in connection with, personnel administration, planning and management of my employment relationship with PwC AC Bangalore; and
- (b) with other individuals joining PwC AC Bangalore and using PwC online tools for on-boarding purposes; and
- (c) to third parties assisting PwC AC Bangalore in the administration and management of my employment relationship with PwC AC Bangalore, including without limitation, payroll management companies, pension plan companies, health insurance companies or agencies, credit card companies, background verification providers and others that have entered into vendor program agreements with PwC AC Bangalore for the provision of their services to PwC AC Bangalore and its employees.

I also understand and agree that PwC AC Bangalore hold, collect, receive, store, have access to, use, disclose, process, and transfer Personal Data for purposes of its legitimate business interests and may do so even after my departure from PwC AC Bangalore either for a reasonable period of time to allow me to join the PwC AC Bangalore Alumni Network or for the applicable statutory period.



I understand that the companies transferring my Personal Data and the recipients of my Personal Data, both PwC AC Bangalore affiliates and third parties, may be located in any country including any country outside of India or my country of origin and/or residence.

I hereby consent to the collection, reception, possession, use, processing and transfer by PwC AC Bangalore of my Personal Data, in electronic or any other form, including transborder transfer of Personal Data, for the purposes and to parties described above.

I understand that I am responsible to, and may, at any time, review certain of my Personal Data, by accessing PwC AC Bangalore's web page and make any necessary amendments to it to ensure that my Personal Data is up to date, and that PwC AC Bangalore may not be held liable for any damages incurred by me as a result of PwC AC Bangalore's use, processing and transfer of inaccurate Personal Data provided by me.

I hereby consent to having modifications to my Personal Data done in electronic format rather than in writing. If, however, wherever this option is available to me, I choose to send any requests for modifications of my Personal Data to PwC AC Bangalore other than in the electronic format, I acknowledge and agree that delays can occur in the processing by PwC AC Bangalore of this written request for modification and that additional PwC AC Bangalore employees and/or agents may have to access certain of my Personal Data for that purpose.

I agree to promptly notify PwC AC Bangalore in writing of any change in my Personal Data or any unauthorized use or unauthorized disclosure of my Personal Data.

I understand that I may, at any time, withdraw the consents hereby given to the processing by PwC AC Bangalore and/or its agents of my Personal Data by notifying PwC AC Bangalore in writing of such withdrawal. As a result of my consent withdrawal, in certain cases, I may no longer be eligible for certain benefits, including employment and/or employment benefits and services currently provided to me by PwC AC Bangalore and/or the third parties selected by PwC AC Bangalore to render such services to the extent the Personal Data affected by my consent withdrawal was necessary to process my benefits.

I agree to abide by all policies of PwC AC Bangalore, including the Protection of Personal Data Policy as this Policy can be modified from time to time at PwC AC Bangalore's sole discretion.



Exhibit E

Past Employment Related Obligations

This is with reference to the Employment Offer Letter and Terms and Conditions of Employment issued to me by PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited (“**PwC AC**”), which were duly accepted by me and constitute my employment agreement with PwC AC (“**Employment Agreement**”).

I hereby represent, warrant, confirm and reiterate to PwC AC that I am currently not subject to any agreement, arrangement, understanding or legal obligation to any prior employer or other party which restricts or prohibits me from being employed by PwC AC or fully performing any of my duties under the Employment Agreement or engaging in any activity that I am required or expected to perform in connection with my employment with PwC AC. I have complied with all my post-termination obligations and will comply with continuing obligations with my previous employers and no person or entity has any claim against me.

I agree and undertake to keep in confidence all proprietary information, knowledge, or data acquired by me in any of my previous employments and refrain from disclosing the same to PwC AC, bringing it into PwC AC’s premises, using it in the performance of my duties for PwC AC or inducing PwC AC to use the same.

I understand that I will be solely liable if any information or material disclosed or used by me during my employment with PwC AC infringes on any trademarks, copyrights, patents, or any other intellectual property of any previous employer or any other third-party or violates my continuing confidentiality obligations towards them. I agree to indemnify, protect and hold harmless PwC AC (including its directors, officers and employees) for any loss, damage or other liability incurred by it (including its directors, officers and employees) for any act done or omission on my part during my employment with PwC AC which is not in good faith or without exercise of due diligence, honesty and fairness and which is in breach of the provisions of this undertaking.

The undertaking constitutes an integral part of my employment terms with PwC AC and is to be read in conjunction with my Employment Agreement.

{{Sig_es_:signer2:signature}}

D P Cyril Jashua



{{Dte_es_:signer1:date}}

Rupam Biswas
Bangalore

PRIVATE AND CONFIDENTIAL

Employment Offer Letter and Terms and Conditions of Employment

Dear Rupam,

We are pleased to offer you employment with **PricewaterhouseCoopers Service Delivery Center – (Bangalore) Private Limited (“Company” or “PwC AC Bangalore”)** in the position of **Specialist 4**. Your work location will be **Bangalore**. Reporting lines and location are subject to change depending on business requirements. The title, roles and responsibilities may also be varied from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policy of the Company.

If you accept this offer, your commencement date with us will be on or before **18 June, 2024**, or such other date as may be communicated by us to you in writing (“**Employment Commencement Date/Date of Joining**”).

Remuneration Package:

1. Annual Compensation:

You are being offered a total annual compensation of **Rs. 333,200/- [Three Lakh Thirty Three Thousand & Two Hundred Only]**

The details of your total annual compensation are specified in Annexure 1 to this offer letter (“**Offer Letter**”).

2. Incentive Compensation:

In addition to the annual compensation as mentioned above, you may also be eligible for bonuses from time to time, as may be set forth in the respective incentive compensation programs, as applicable to your position.

Under the Company’s current incentive programs, you may be eligible for an Annual Performance Bonus, as applicable to your position. The amount and timing of, and eligibility for, any bonus shall be at the sole discretion of the Company. Bonuses and rewards are provided by the Company as an incentive for your continued employment with the Company; therefore, in order to earn, and be eligible to receive a bonus, you must be actively employed by the Company on the date such bonus or reward is to be paid. The Company may at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of the incentive compensation programs, guidelines and policies.

3. Benefits:

You will be eligible for Company sponsored India specific benefit programs such as gratuity, provident fund, group medical insurance for the employee and his/her family, life insurance and accident insurance for the employee. You are also eligible for the executive health check-up plan, for a free annual health check-up which contains a series of tests.

Other Terms: Please read the following terms and contact us with any questions that you may have.

1. Employment Agreement:

Once you accept this offer, you will be required to sign an employment agreement (“**Employment Agreement**”), the format of which is attached to this Offer Letter. Your employment with the Company will be on the terms of this Offer Letter and the Employment Agreement until the end of your employment with the Company.

2. Working Hours:

You will be required to work, for such hours as are reasonably necessary to meet the Company’s requirements, in a variety of locations and for proper discharge of your duties. The working hours will be consistent with Company’s policies and will include such reasonable working hours as might be required for performing your duties competently and to meet the Company’s requirements. You hereby agree and volunteer to work during the night shift, as and when the Company feels that your services are required. You confirm that you have no objection whatsoever to work during the night shift, as per the Company’s policies.



3. Promotion and Salary Review:

You will be eligible to participate in the promotion and salary review process as per the policy of the Company.

4. Visa:

If you do not have the right of abode, the right to land or the status of unconditional stay in India, an employment visa is required for your employment. The Company will assist you with obtaining the necessary documents for you and your family. Any continued employment is contingent upon the immigration authorities approving any renewal of the employment visa and will automatically be deemed to be terminated should such approval not be granted.

5. Taxation:

Your remuneration and benefits have been stated gross of tax. You will be responsible for all Indian salaries tax on your remuneration, allowance and benefits, where applicable. In the event that you have sources of income or expense outside of your employment with the Company, you are responsible for ensuring adherence to the tax laws on those matters as well.

6. Travel, Assignments or Secondment:

a. **Within India:** You are required to work on any project to which you are assigned, unless there is good reason not to do so.

b. **Outside India:** While based in India you may be required to travel and stay to work on projects outside India, within and/or outside the Asia Pacific region.

7. Termination:

(a) Your employment in the Company is subject to satisfactory verification of your certificates, testimonials and personal particulars/credentials. The Company reserves the right to conduct a background check (including criminal history record search, education and employment; and personal details verification) on you directly or through nominated third party agencies. In the event that such verification or background check is un-successful or reveals any discrepancy in the statement(s) made in your application or in the bio-data or in the declarations made by you including in this Offer Letter and/or the Employment Agreement, your services are liable to be terminated forthwith without any notice or any further compensation from the day such discrepancies have been identified.

(b) Notwithstanding anything contained in this offer, this offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6 months from the date of joining failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

(c) You will automatically retire from services upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(d) Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company.

As such the Company may terminate your employment on an immediate basis for any of the following conduct on your behalf effective immediately:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of the Company;

(iv) material failure to adhere to the Company's corporate codes, policies or procedures;

(v) continued failure to meet performance standards as determined by the Company;

(vi) a breach or threatened breach of any material provision of this Offer Letter or the Employment Agreement if it is not cured to the Company's satisfaction within a reasonable period after the Company provides you with notice to your address on the Company's records of the breach; provided that no notice and cure period will be required if the breach cannot be cured;

(vii) violation of any statutory, contractual, or common law duty or obligation to the Company, including without limitation, the duty of loyalty.



In case of termination on account of any of the above reasons, you will only be entitled to earned and unpaid gross salary, accrued leave (if any) and any other applicable statutory payments through the effective termination date.

(e) The Company may terminate your employment for reasons other than those specified above or for no reason, effective upon a prior written notice of at least sixty (60) days or payment in lieu of such notice. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the net amount of gross salary you are entitled to in lieu for the remaining notice period, less any deductions or withholdings, as required by law.

(f) You agree to provide the Company with a prior written notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period, unless agreed otherwise.

8. Return of Property:

Upon termination of employment, you will be required to return all property (including but not limited to keys, records, notes, data, computer discs or tapes, memoranda, business cards, security passes and equipment) which is held in your possession, custody or under your control, belonging to or relating to business affairs of the Company.

9. Acknowledgement:

You acknowledge that your joining the Company will not breach any agreement relating to employment or the provision of services to which you are or have been a party.

The Company may amend or discontinue any of its plans, programs, policies and procedures at any time for any or no reason with or without notice to the extent permitted by law.

We are excited about having you join us. On behalf of the PwC AC Bangalore team, we hope you find these terms and conditions suitable. If you have any questions about the contents of this letter, please do not hesitate to contact us on us_advisory_ac_india_hc_operations@pwc.com.

10. To indicate your acceptance and agreement with all the terms of this Offer Letter and the attachments including the Employment Agreement, please share the signed copy of the Offer Letter, no later than **01 June, 2024**. It is clarified that the employment offer made to you under this Offer Letter will automatically lapse on **01 June, 2024** and will no longer be valid if we do not receive your signed acceptance of the Offer Letter. It is further clarified that the employment offer under this Offer Letter is contingent upon you joining the services of the Company on the Employment Commencement Date. The employment offer made to you under this Offer Letter, will be deemed withdrawn on your failure to join the services on the Employment Commencement Date.

Yours truly,
For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:signer1:signature}}

Authorized Signatory

Date: {{Dte_es_:signer1:date}}

I, **Rupam Biswas**, accept the offer and terms of employment as detailed in this letter and the attached Employment Agreement.

{{Sig_es_:signer2:signature}}

Date: {{Dte_es_:signer2:date}}



Annexure 1	
Private and Confidential	
Date: {{Dte_es_:signer1:date}}	
Name: Rupam Biswas Designation: Specialist 4	
Salary Components - Annual	
Particulars	Amount (Rs.)
Basic Salary (40% of Gross Salary)	121,280
Flexible Benefit Package (FBP)*	167,366
Employer contribution of PF	14,554
Gross Salary	303,200
Shift and meal allowances	30,000
Total Annual Compensation	333,200
Benefits Estimated Value	
Term Life Insurance	924
Group Accident Insurance	378
Group Medical Insurance	43,739
Employee Assistance Program and wellness resources	400
Total Benefits (1)	45,441
Gratuity	As per Payment of Gratuity Act 1972
<p>*FBP can be used for the following components:</p> <ol style="list-style-type: none"> 1. Food Coupons (Sodexo) - INR 26,400 (i.e.2200 per month) 2. Leave Travel Allowance (LTA) - up to a maximum of FBP amount available for allocation 3. House Rent allowance (HRA) - 40% of Basic for Non-Metro, 50% of Basic for Metro 4. Special Allowance - Balancing Figure, FBP minus all above components <p><i>The above are subject to applicable taxes as per the Indian law.</i></p>	
<p><i>All the above benefits are as per Company's policies and may have tax implications. These are subject to change from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policies of the Company. Benefits if not availed cannot be claimed as cash equivalent</i></p> <p><i>(1) The value above is only the estimated monetized value of the applicable benefits</i></p>	



EMPLOYMENT AGREEMENT/SPECIALIST 4

This Agreement ("**Agreement**") is between **PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited ("Company" or "PwC AC Bangalore")** and **Rupam Biswas ("You"** and all similar references).

1. **Definitions**

(a) "**Cessation Date**" means the effective date of cessation of your employment with PwC AC Bangalore.

(b) "**Cause**" means any of the following conduct by you:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of PwC AC Bangalore;

(iv) material failure to adhere to PwC AC Bangalore's corporate codes, policies or procedures;

(v) continued failure to meet the performance standards as determined by PwC AC Bangalore

(vi) a breach of any provision or threatened breach of any material provision of this Agreement if the breach is not cured to PwC AC Bangalore's satisfaction within a reasonable period after PwC AC Bangalore provides you with notice to your address on PwC AC Bangalore's record of the breach provided that no notice and cure period will be required if the breach cannot be cured; and

(vii) violation of any statutory, contractual, or common law duty or obligation to PwC AC Bangalore, including without limitation the duty of loyalty.

(c) "**Offer Letter**" means the employment offer letter dated **{{Dte_es_:signer1:date}}** by which you were offered employment with PwC AC Bangalore and accepted by on **{{Dte_es_:signer2:date}}**.

2. **Employment**

2.1 You accept employment on the terms of the Offer Letter and this Agreement along with its exhibits thereto until the end of your employment with PwC AC Bangalore in accordance with clause 6 of this Agreement.

2.2 Probation: You will be on probation for the first 180 days of employment, including your date of joining. This period will be on a trial basis and would be considered a continuation of the employment selection process and therefore will be termed as your probationary period with the Company. Your continued employment with the Company will be confirmed by the Company by a communication to that effect. It may be specifically noted that unless such confirmation is received by you you will continue to be on probation. The Company may at its sole discretion at any time extend this period of probation for an additional period of two (2) months or any such period as required at Company's discretion upon notice to you. During this probationary period PwC AC Bangalore may terminate your employment by giving 15 days' notice in writing or salary in lieu of notice to you with or without cause and without stating any reasons whatsoever. If you desire to terminate your employment during the probation period, you shall provide the Company 15 days prior notice in writing with reason for such termination.

2.3 By signing this Agreement, you agree to:

(a) devote your professional time and effort to PwC AC Bangalore's business and to refrain from professional practice outside of the interests of PwC AC Bangalore or any of its subsidiaries;

(b) abide by all policies of PwC AC Bangalore, current and future, including but not limited to the Equal Employment Opportunity policy attached as Exhibit A and the Anti-Harassment policy attached as Exhibit B to this Agreement;

(c) abide by the Confidentiality and Intellectual Property Agreement attached as Exhibit C to this Agreement; and



(d) abide by the terms of the Consent Form concerning personal data attached as Exhibit D to this Agreement.

(e) Abide by the terms of the Exhibit E concerning past employment obligations

2.4 You also confirm that you are not currently bound by any agreement that could prohibit or restrict you from being employed by PwC AC Bangalore or from performing any of your duties under this Agreement.

3. Compensation and Benefits

As of the commencement of your employment, PwC AC Bangalore will pay you a salary as specified in the Offer Letter, less required and authorized withholdings and deductions, payable in 12 equal monthly installments in accordance with PwC AC Bangalore's normal payroll practices.

4. Leave Entitlement

Your annual leave entitlement will be as provided in the Leave Policy of the Company as amended from time to time.

5. Covenants

While employed with PwC AC Bangalore, and for 1 (One) Year after your Cessation Date you shall not directly or through anyone else solicit, employ or retain any current employee of PwC AC Bangalore. You agree that these obligations protect PwC AC Bangalore's legitimate interests without unreasonably restricting your ability to earn a living after leaving PwC AC Bangalore.

6. Termination and Resignation

(a) You shall retire from services immediately upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(b) The Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company. This offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6months from the Employment Commencement date failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

As such PwC AC Bangalore may terminate your employment on account of Cause effective immediately without giving any notice or pay in lieu of notice . .

You will only be entitled to earned and unpaid salary and salary for accrued leave and any other statutory payments (if any) until the effective termination date.

(c) PwC AC Bangalore may terminate your employment for reasons other than Cause or for no reason, effective upon at least sixty (60) days written notice or payment of the salary in lieu of such notice less any required deductions or withholdings as required by law. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the salary you are entitled to in lieu for the remaining notice period less any required deductions or withholdings, as required by law.

(d) You agree to provide PwC AC Bangalore with prior notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period unless agreed otherwise. The Company management has the discretion for any notice period waive-off based on the work obligations.

(e) In case of failure to serve the notice period, you will agree to pay equivalent gross salary in lieu of the notice period not served. The company may at its sole discretion adjust any unused vacation against notice period.

(f) The Company may require you to utilize any accrued leave during the notice period.

7. Arbitration

(a) All disputes between you and PwC AC Bangalore shall be resolved by arbitration in Bangalore or any other mutually agreeable location in India. Arbitral disputes include without limitation employment, employment termination claims and claims by you for employment discrimination, harassment, retaliation and wrongful termination.

(b) Arbitration shall be conducted under the auspices of the Indian Council of Arbitration before a panel of three arbitrators, which shall consist of one person selected by each of the two sides to the dispute and the third person jointly selected by the other two arbitrators.



(c) The arbitration panel shall have no authority to modify this Agreement (except pursuant to clause 8 of this Agreement) or to award punitive or exemplary damages. PwC AC Bangalore may, without waiving its right to compel arbitration, seek injunctive or other provisional relief from a court of competent jurisdiction, to prevent any arbitration award from being rendered ineffectual, to protect PwC AC Bangalore's confidential information or intellectual property or for any other purpose in the interests of PwC AC Bangalore.

The courts at Bangalore or any court of competent jurisdiction in any other state will have jurisdiction over any proceeding relating to arbitration, and may enter judgment on any arbitration award rendered or grant judicial recognition of the award or an order of enforcement.

8. **Entire Agreement**

This Agreement and the Offer Letter forms the entire agreement between you and PwC AC Bangalore regarding these matters and supersede any verbal and written agreements on such matters. In the event of a conflict between the main body of this Agreement or the Offer Letter and the Exhibits, the main body of the Agreement or the Offer Letter shall take precedence. This Agreement may be modified only by a written agreement signed by you and the Authorized Signatory of PwC AC Bangalore or their designee, provided that the policies of the Company may be amended at any time for any or no reason with or without notice to the extent permitted by law.

9. **Severability**

(a) If any provision of this Agreement is held invalid or unenforceable for any reason, the invalidity shall not nullify the validity of the remaining provisions of this Agreement.

(b) If any provision of this Agreement is determined by a court or arbitration panel to be unenforceable by reason of being overly broad in duration, geographical coverage or scope or unenforceable for any other reason, such provision will be narrowed so that it will be enforced as much as permitted by law.

10. **Waiver**

Any party's waiver of the other party's breach of any provision of this Agreement shall not waive any other right or any future breaches of the same or any other provision.

11. **Choice of Law**

The Offer Letter and this Agreement shall be governed by laws of India. You and PwC AC Bangalore consent to the non-exclusive jurisdiction and venue of the courts in Bangalore and agree that any permitted lawsuit may be brought to such courts or any other court of competent jurisdiction as provided in clause 7 of this Agreement.

12. **Assignment and Beneficiaries**

This Agreement only benefits and is binding on the parties and their permitted assigns provided that you may not assign your rights or duties under this Agreement without the express prior written consent of the other parties. PwC AC Bangalore may assign any rights or duties that it has, in whole or in part, to its affiliates and subsidiaries without your consent.

13. **Counterparts**

For convenience of the parties, this Agreement may be executed in one or more counterparts, each of which shall be deemed an original for all purposes.

14. **Survival**

Clauses: 2, 5, 7 through 13 and Exhibits C and D shall survive any termination of this Agreement or your employment (including your resignation).



The parties to this Agreement state that they have read, understood and agree to be bound by this Agreement:

For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:signer1:signature}}

Authorized Signatory

{{Dte_es_:signer1:date}}

{{Sig_es_:signer2:signature}}

Rupam Biswas

{{Dte_es_:signer2:date}}



EXHIBIT A

Equal Employment Opportunity

It is the policy of PwC AC Bangalore and its group of companies to provide equal employment opportunity for all applicants and employees. PwC AC Bangalore does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other legally protected classification. PwC AC Bangalore also makes reasonable accommodations for disabled employees. An employee who believes he or she has a disability and requires an accommodation should inform their Human Resources Manager so that the employee's request can be evaluated. PwC AC Bangalore prohibits the harassment of any individual and further prohibits the harassment of any individual based on any of the aforementioned legally protected classifications. Unlawful discrimination or harassment shall not be tolerated by PwC AC Bangalore.

This policy applies to all areas of employment including, but not limited to, recruitment, recruitment advertising and/or other communications media, hiring, rates of pay and other compensation, benefits, overtime, promotions, transfers, demotions, training, layoffs, or terminations, recalls, disciplinary actions and all other terms, conditions, or privileges of employment.

PwC AC Bangalore, as required by law, will establish a written affirmative program to strive for best utilization of minorities, the disabled and women throughout our workforce. The results will be reviewed no less than annually and adjusted appropriately to meet stated goals. The coordinator of this program is the Director - HC at PwC AC Bangalore.

The coordinator will be responsible for ensuring the creation of the program with the inclusion of its multiple requirements, the development of an audit procedure to measure the effectiveness of the program and the facilitation of the annual status presentation to the executive management group.

Each employee is required to abide by this policy and assist with its enforcement. Violation of this policy will result in disciplinary action, up to and including termination of employment. If an employee believes that he/she has been unlawfully discriminated against in an employment matter, please direct your concerns to the Director - HC the Equal Employment Opportunity coordinator for PwC AC Bangalore. A prompt and thorough investigation shall be conducted and a determination made as to the appropriate management response. Full cooperation by each employee asked to assist during an investigation is required and no reprisals shall result from the reporting or assisting in the investigation of, concerns related to this policy. Concerns or complaints of any retaliation should be directed to the Director-HC immediately.



EXHIBIT B

Anti-Harassment Policy

PwC AC Bangalore and its group of companies prohibits sexual or other unlawful harassment of its employees, vendors, clients or applicants, whether engaged in by company personnel, clients, customers, vendors, or others. This policy also prohibits employment actions that are based on an employee's submission to or rejection of unwelcome sexual advances or other behavior prohibited by this policy. This policy applies at PwC AC Bangalore facilities and at other locations where our employees conduct business or socialize, such as client sites or at company or client sponsored business and social functions including homes of the employees during a work from home setup and all employees are to adhere to this policy even in the course of online meetings, virtual socialization activities and/ or engaging in informal conversations during a work from home setup.

Sexual harassment is viewed as a form of employee conduct that undermines the integrity of the employment relationship. For the purposes of this policy, sexual harassment is defined as sexual behavior that is unwelcome, is personally offensive, and/or creates a hostile, intimidating or offensive work environment. PwC AC Bangalore will not tolerate sexual harassment by anyone – supervisors, employees, vendors, or clients.

Some examples of sexual harassment are:

- Unwelcome or unwanted sexual advances. This includes patting, pinching, brushing up against, hugging, cornering, kissing, or any other similar physical contact considered unwelcome by another individual.
- Requests or demands of sexual favors. This includes subtle or blatant expectations, pressures, or requests of any type of sexual favor accompanied by an implied or stated promise of preferential treatment or negative consequences concerning one's employment.
- Verbal abuse or kidding that is sex-oriented and considered unwelcome by another person. This includes comments about an individual's body or appearance (where such comments go beyond a mere compliment); off-color jokes that are clearly unwanted or considered offensive by others; or any other tasteless, sex-oriented comments, innuendoes, or offensive actions.
- Any sexually oriented conduct that would unreasonably interfere with another's work performance. This includes extending unwanted sexual attention to someone, which reduces personal productivity.
- Participation in fostering a work environment that is intimidating, hostile, or offensive because of unwelcome or unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts, or attention.
- Possession in the workplace or display of sexually suggestive objects or pictures; emails, internet sites, or other correspondence with sexually suggestive content.
- Tangible employment decisions made because of or influenced by an individual's compliance with or refusal to comply with sexual demands.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

This policy also expressly prohibits behavior that harasses an employee or applicant on the basis of his or her race, color, creed, religion, age, gender, national origin, citizenship status, marital status, sexual orientation, disability, or other category protected by Central, State, or local law. Forms of such harassment can include physical, verbal and nonverbal behavior that harasses, disrupts, or interferes with an employee's work performance or in any way creates or contributes to an intimidating, hostile or offensive work environment. This behavior includes, by way of example only, epithets, slurs, off-color jokes, threats, or posters, cartoons, emails, or drawings that are insulting, degrading, derogatory or ridiculing of one based on his or her protected status.

Behavior prohibited by this policy often can occur without the knowledge of others and what one may regard as offensive, another may not. For the company to effectively implement this policy, all persons must respond to and report behavior that violates this policy. Cooperation in preventing this type of conduct is essential.



If you believe that you have been subjected to inappropriate sexual or other behavior, you should immediately tell the offender that his or her behavior is offensive and must cease. If such a direct approach is ineffective or impractical under the circumstances, you must report such behavior to one of the persons identified below. If you have reason to believe that another employee of the company has been subjected to or has engaged in behavior that violates this policy, you should also immediately inform one of the individuals identified below.

The Internal Committee ("IC") duly constituted by PwC AC Bangalore under applicable law is available to investigate, promptly and thoroughly, any such complaint or report of inappropriate behavior. Complaints and investigations will be handled in a confidential manner consistent with the need to investigate and take corrective action.

If you are aware of conduct by anyone – including those at any level – that may be unethical, illegal or inconsistent with PwC's Code of Conduct, Our Standards, values or policies – help is available. Talk to your Human Capital Team (HR) representative. You can also report your concerns to the Ethics Helpline, anonymously if you prefer at Bangalore/Hyderabad/Kolkata/Mumbai AC: 000-800-100-1555.

In response to a meritorious complaint, PwC AC Bangalore will as necessary or appropriate, take disciplinary action against anyone found in violation of this policy, up to and including termination of employment.

Overall responsibility for PwC AC Bangalore's Equal Employment Opportunity and Sexual Harassment policy has been assigned to the Director-HC who is responsible for the implementation and enforcement of this policy.

Every employee may access this confidential system without fear of reprisal. This policy also prohibits retaliation against anyone who in good faith complains under this policy or participates in an investigation. Full cooperation by each employee asked to assist during any investigation pursuant to this policy is required. Complaints of retaliation (actual, threatened or feared) also should be directed to one of the individuals identified above.



EXHIBIT C

Confidentiality and Intellectual Property Agreement

As a material part of the consideration for my employment by PwC Service Delivery Center – Bangalore Private Limited and the salary and other compensation that I shall receive during my employment, I acknowledge and agree that, by my signature on the document to which this Confidentiality and Intellectual Property Agreement (“CIPA”) is attached as an exhibit, I also agree to this CIPA’s terms:

1.

(a) I will, both during my work for PwC AC Bangalore and thereafter, hold in confidence and not directly or indirectly reveal, report, publish, disclose, transfer or otherwise share or make any Proprietary Information (as defined below) accessible, to any person or entity, or utilize any Proprietary Information for any purpose, except in the course of my work for PwC AC Bangalore’s sole benefit. In addition, I will not remove, reproduce, transmit, summarize or copy any Proprietary Information except as expressly required by PwC AC Bangalore to enable me to perform my duties. I understand that this Section 1 is effective as of the commencement of my employment with PwC AC Bangalore or the date I acquired knowledge of any Proprietary Information, whichever is earlier.

(b) I will not knowingly use for the benefit of, or disclose to any person employed by, PwC AC Bangalore confidential information of any of my former employers or of any other third party or otherwise knowingly infringe or misappropriate any proprietary right of any third party. I represent and warrant that no contract, agreement or other obligation between or among me and any third party will interfere in any manner with my complete performance of my duties to PwC AC Bangalore or with my compliance with the terms and conditions of this CIPA. Without limiting the foregoing, I (have / have not) signed an agreement with [·], a previous employer or other entity, relating to inventions and confidential information. I (can/cannot) furnish PwC AC Bangalore with a copy of said agreement.

(c) “**Proprietary Information**” as used in this CIPA means all information or material disclosed to or known to me as a consequence of my employment with PwC AC Bangalore or any affiliate of PwC AC Bangalore (“**affiliate**” includes without limitation, for purposes of this CIPA, subsidiaries and other related entities of PwC AC Bangalore), including, without limitation, third party information that PwC AC Bangalore treats as confidential and any information disclosed to or developed by me or embodied in or relating to works for hire. Proprietary Information includes, but is not limited to discoveries, ideas, inventions, concepts, software in various states of development and related documentation, designs, drawings, specifications, techniques, methodologies, models, data, source code, object code, documentation, diagrams, flow charts, research, development, processes, training materials, templates, procedures, “know-how,” tools, client identities, client accounts, web design needs, client advertising needs and history, client reports, client proposals, product information and reports, accounts, billing methods, pricing, data, sources of supply, business methods, production or merchandising systems or plans, marketing, sales and business strategies and plans, finances, operations, and information regarding employees and other similar information (whether or not reduced to writing). Notwithstanding the foregoing, information that is publicly known and is generally employed by the trade at or after the time I first learn of such information (other than as a result of my breach of the CIPA), shall not be deemed part of the Proprietary Information.

2.

(a) All Works (as defined below) shall belong exclusively to PwC AC Bangalore and/or its affiliates, as the context may require whether or not fixed in a tangible medium of expression. Without limiting the foregoing, to the maximum extent permitted under applicable law, all Works shall be deemed to be “works made in the course of your employment with the PwC AC Bangalore” or “works made for hire”, under Section 17 of the Indian Copyright Act, 1957 (as amended from time to time) and PwC AC Bangalore shall be deemed to be the author thereof. If and to the extent any Works are determined not to constitute “works made for hire,” or if any rights in the Works do not accrue to PwC AC Bangalore as a work made for hire, I hereby irrevocably assign and transfer to PwC AC Bangalore to the maximum extent permitted by law all right, title and interest in the Works, including all copyrights (including moral rights), patents, trade secret rights, and other proprietary rights in or relating to the Works. To the extent my moral rights cannot be assigned, I hereby irrevocably and expressly waive them and agree not to assert any claims based on such rights against PwC AC Bangalore or its affiliates. Without limiting the foregoing, I hereby irrevocably assign and transfer to PwC AC Bangalore all economic rights to the Works, including the rights to reproduce, manufacture, use, adapt, modify, publish, distribute, sublicense, publicly perform and communicate, translate, lease, sell, offer for sale, import, export and otherwise exploit the Works. I shall have no right to exercise any rights to the Works. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to



copyrightable material shall not lapse nor the rights transferred therein revert to me, even if PwC AC Bangalore does not exercise the rights under the assignment within a period of 1 (one) year from the date of assignment.

I further acknowledge and agree that I waive any right to and will not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. Without limiting the foregoing, I will not have the right to and will not reproduce, adapt, modify, publish, distribute, sublicense, publicly perform or communicate, translate, lease, import or otherwise exploit the Works, except as expressly authorized by PwC AC Bangalore in the scope of my employment. I expressly acknowledge and agree that I wish to remain anonymous and not to have my name or any pseudonym used in connection with the Works. I hereby approve any and all modifications, uses, publications and other exploitation of the Works that PwC AC Bangalore or any successor or transferee thereof may elect to make, and I expressly agree that no such modifications, uses, publications or exploitations will or may cause harm to my honor or reputation. I agree that no modification, use or publication of the Works by PwC AC Bangalore or any successor or transferee thereof will be deemed to constitute a distortion or mutilation of the Works. PwC AC Bangalore shall have the unrestricted right to transfer and convey any or all of PwC AC Bangalore's rights in or relating to the Works to any person or entity.

(b) I understand that the CIPA is not intended and shall not be interpreted to assign to or invest in PwC AC Bangalore any of my rights in any inventions developed entirely on my own time without using PwC AC Bangalore's equipment, supplies, facilities, resources, or trade secret information, except for those inventions that either relate at the time of conception or reduction to practice of the inventions to the business of PwC AC Bangalore or the actual or demonstrably anticipated research or development of PwC AC Bangalore, or result from any work that I performed for PwC AC Bangalore.

(c) I will keep and maintain adequate and current written records of all inventions, original works of authorship, trade secrets or other Works in which rights vest in or are assigned to PwC AC Bangalore hereunder. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by PwC AC Bangalore. The records will be available to and remain the sole property of PwC AC Bangalore at all times.

(d) I will provide any assistance reasonably requested by PwC AC Bangalore to protect its proprietary and intellectual property rights, including, to obtain Indian or foreign letters patent and copyright registrations covering inventions, original works of authorship and other Works belonging or assigned hereunder to PwC AC Bangalore. I will execute any transfers of ownership of letters patent or assignments of copyrights or other proprietary rights transferred or assigned hereunder (including short form assignments intended for recording with the Indian, U.S. or any other foreign copyright and patent authorities, or any other entity). I understand that my obligations under this Section shall survive any termination of this CIPA or of my employment in perpetuity, provided that PwC AC Bangalore will compensate me at a reasonable rate for time actually spent performing such obligations at PwC AC Bangalore's request after such termination. If PwC AC Bangalore is unable for any reason whatsoever, including my mental or physical incapacity, to secure my signature to apply for or to pursue any application for any United States or foreign letters patent or copyright registrations or on any document transferring or assigning any patent, copyright or other proprietary right that I am obligated hereunder to transfer or assign, I hereby irrevocably designate and appoint PwC AC Bangalore and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf and in my stead to execute and file any such applications and documents and to do all other lawfully permitted acts to further the application, registration, prosecution and issuance of letters patent or copyright registrations or transfers or assignments thereof or of any other proprietary rights with the same legal force and effect as if executed by me. This appointment is coupled with an interest in and to the inventions, works of authorship, trade secrets and other Works to which any proprietary rights may apply and shall survive my death or disability.

(e) "**Works**" means:

1. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during my employment with PwC AC Bangalore (which term includes, for purposes of this entire definition, any affiliate of PwC AC Bangalore), or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and that relate to the business of PwC AC Bangalore or its actual or demonstrably anticipated research or development,
2. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during or after my employment with PwC AC Bangalore, or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and which are made through the use of any of PwC AC Bangalore's or any PwC AC Bangalore's predecessors' equipment, facilities, supplies, trade secrets or time, or which result from any work that I perform or performed for PwC AC Bangalore, and any part or aspect of any of the foregoing.



3. For purposes of Sections 2 (a), (b), (c) and (d) of this CIPA, the term PwC AC Bangalore shall mean (i) PwC AC Bangalore for any period of time during which I am employed by PwC AC Bangalore and (ii) any affiliate of PwC AC Bangalore for any period of time during which I am employed by such affiliate.
3. I will return immediately to PwC AC Bangalore all property of PwC AC Bangalore and its affiliates (including without limitation all Proprietary Information, documents, notes and other work product) in my possession or control, including duplicates, when I leave my employment or whenever PwC AC Bangalore may otherwise require that such Proprietary Information and other property be returned.
4. I will comply, and do all things necessary to assist PwC AC Bangalore to comply, with the laws and regulations of all governments under which PwC AC Bangalore does business, and with the provisions of contracts between PwC AC Bangalore and any such government or its contractors, or between PwC AC Bangalore and any private contractors, that relate to intellectual property or to the safeguarding of information, including the signing of any confidentiality agreements required in connection with the performance of duties during my employment with PwC AC Bangalore.
5. I understand and agree that the provisions of this CIPA shall remain in full force and effect in accordance with their terms notwithstanding any termination of my employment with PwC AC Bangalore for any or no reason.
6. The CIPA constitutes the entire agreement between PwC AC Bangalore and me with respect to the subject matter hereof and supersedes all prior and/or contemporaneous understandings, agreements or communications, whether oral or written, on such subject matter, provided that the provisions of any other written agreement between PwC AC Bangalore and me shall remain in full force and effect in accordance with its terms.
7. The CIPA shall be governed by and construed and enforced in accordance with the laws of India.
8. The CIPA may not be amended or modified except by a written document signed by me and a duly authorized representative of PwC AC Bangalore. The waiver of any right hereunder shall not be binding unless set forth in writing signed by the waiving party, and shall not bar the exercise of any other right or of the same right on any other occasion.
9. The CIPA shall be binding upon and inure to the benefit of me, PwC AC Bangalore and its affiliates, successors and assigns, provided, however, that I understand that I may not assign my rights or delegate my obligations under this CIPA without the express prior written consent of PwC AC Bangalore. Without limiting the foregoing, the rights of PwC AC Bangalore hereunder may be assigned in whole or in part without my consent to any of PwC AC Bangalore's affiliates or to any other entity that, whether by merger or otherwise, acquires all or substantially all of the assets, business or stock of the office or branch in which I work.
10. If any provision of this CIPA is held invalid or unenforceable for any reason, the invalidity shall not affect the validity of the remaining provisions of this CIPA, and the parties shall substitute for the invalid provision a valid provision which most closely approximates the intent and economic effect of the invalid provision.
11. I acknowledge and understand that any breach by me of any of Sections 1, 2, 3 or 4 of this CIPA will cause PwC AC Bangalore and its affiliates to suffer irreparable harm for which damages are an inadequate remedy and are difficult to calculate. Accordingly, I agree that PwC AC Bangalore and its affiliates will be entitled, without limiting any other available legal or equitable remedies, to injunctive relief (without the need to post any bond or other security) to enforce the terms of the CIPA in whole or in part and to prevent any breach or threatened breach of any of those Sections.



EXHIBIT D

Consent Form

I acknowledge and agree that PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited and its affiliates or related bodies corporate want to develop a global human resources database in support of PwC AC Bangalore's legitimate business purposes.

These legitimate business purposes include, without limitation:

- (a) the submission of proposals to clients and potential clients of PwC AC Bangalore;
- (b) the compilation of directories;
- (c) the organization of security procedures;
- (d) the processing of worker compensation and insurance claim and the management of human resources.

I therefore understand and agree that PwC AC Bangalore hold, collect, receive, store, record, have access to, process and transfer personal information about myself ("**Personal Data**"), including, without limitation:

- (a) identification data such as my name, home address, telephone and fax number, personal email address, date of birth, social security number, citizenship, ID and passport number and/or other employee identification number, marital status;
- (b) employment data such as my salary, job title, resumes, applications, copies of school, college and university diplomas, background verification information, entitlement to stock options, employment references;
- (c) financial information such as bank account numbers and tax related information; and
- (d) other information necessary to PwC AC Bangalore's legitimate business purposes, which I may voluntarily disclose in the course of my application and subsequent employment with PwC AC Bangalore.

I understand that, unless allowed or required by laws and/or regulations, PwC AC Bangalore does not, as a general rule, collect sensitive data, such as information about racial and ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, sexual orientation, health information, etc. However, if I have voluntarily in any way disclosed information of that nature to PwC AC Bangalore, I understand that PwC AC Bangalore may not be able or may be able only with disproportionate effort to delete this information from its database and I agree to the use, disclosure, processing and transfer, including cross-border transfer, of these information, even though it is possible that the recipient of such information may not be bound by similar obligations to protect such information.

I understand and agree that relevant Personal Data are transferred or shared:

- (a) among PwC AC Bangalore affiliates for the purposes of, and in connection with, personnel administration, planning and management of my employment relationship with PwC AC Bangalore; and
- (b) with other individuals joining PwC AC Bangalore and using PwC online tools for on-boarding purposes; and
- (c) to third parties assisting PwC AC Bangalore in the administration and management of my employment relationship with PwC AC Bangalore, including without limitation, payroll management companies, pension plan companies, health insurance companies or agencies, credit card companies, background verification providers and others that have entered into vendor program agreements with PwC AC Bangalore for the provision of their services to PwC AC Bangalore and its employees.

I also understand and agree that PwC AC Bangalore hold, collect, receive, store, have access to, use, disclose, process, and transfer Personal Data for purposes of its legitimate business interests and may do so even after my departure from PwC AC Bangalore either for a reasonable period of time to allow me to join the PwC AC Bangalore Alumni Network or for the applicable statutory period.



I understand that the companies transferring my Personal Data and the recipients of my Personal Data, both PwC AC Bangalore affiliates and third parties, may be located in any country including any country outside of India or my country of origin and/or residence.

I hereby consent to the collection, reception, possession, use, processing and transfer by PwC AC Bangalore of my Personal Data, in electronic or any other form, including transborder transfer of Personal Data, for the purposes and to parties described above.

I understand that I am responsible to, and may, at any time, review certain of my Personal Data, by accessing PwC AC Bangalore's web page and make any necessary amendments to it to ensure that my Personal Data is up to date, and that PwC AC Bangalore may not be held liable for any damages incurred by me as a result of PwC AC Bangalore's use, processing and transfer of inaccurate Personal Data provided by me.

I hereby consent to having modifications to my Personal Data done in electronic format rather than in writing. If, however, wherever this option is available to me, I choose to send any requests for modifications of my Personal Data to PwC AC Bangalore other than in the electronic format, I acknowledge and agree that delays can occur in the processing by PwC AC Bangalore of this written request for modification and that additional PwC AC Bangalore employees and/or agents may have to access certain of my Personal Data for that purpose.

I agree to promptly notify PwC AC Bangalore in writing of any change in my Personal Data or any unauthorized use or unauthorized disclosure of my Personal Data.

I understand that I may, at any time, withdraw the consents hereby given to the processing by PwC AC Bangalore and/or its agents of my Personal Data by notifying PwC AC Bangalore in writing of such withdrawal. As a result of my consent withdrawal, in certain cases, I may no longer be eligible for certain benefits, including employment and/or employment benefits and services currently provided to me by PwC AC Bangalore and/or the third parties selected by PwC AC Bangalore to render such services to the extent the Personal Data affected by my consent withdrawal was necessary to process my benefits.

I agree to abide by all policies of PwC AC Bangalore, including the Protection of Personal Data Policy as this Policy can be modified from time to time at PwC AC Bangalore's sole discretion.



Exhibit E

Past Employment Related Obligations

This is with reference to the Employment Offer Letter and Terms and Conditions of Employment issued to me by PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited (“**PwC AC**”), which were duly accepted by me and constitute my employment agreement with PwC AC (“**Employment Agreement**”).

I hereby represent, warrant, confirm and reiterate to PwC AC that I am currently not subject to any agreement, arrangement, understanding or legal obligation to any prior employer or other party which restricts or prohibits me from being employed by PwC AC or fully performing any of my duties under the Employment Agreement or engaging in any activity that I am required or expected to perform in connection with my employment with PwC AC. I have complied with all my post-termination obligations and will comply with continuing obligations with my previous employers and no person or entity has any claim against me.

I agree and undertake to keep in confidence all proprietary information, knowledge, or data acquired by me in any of my previous employments and refrain from disclosing the same to PwC AC, bringing it into PwC AC’s premises, using it in the performance of my duties for PwC AC or inducing PwC AC to use the same.

I understand that I will be solely liable if any information or material disclosed or used by me during my employment with PwC AC infringes on any trademarks, copyrights, patents, or any other intellectual property of any previous employer or any other third-party or violates my continuing confidentiality obligations towards them. I agree to indemnify, protect and hold harmless PwC AC (including its directors, officers and employees) for any loss, damage or other liability incurred by it (including its directors, officers and employees) for any act done or omission on my part during my employment with PwC AC which is not in good faith or without exercise of due diligence, honesty and fairness and which is in breach of the provisions of this undertaking.

The undertaking constitutes an integral part of my employment terms with PwC AC and is to be read in conjunction with my Employment Agreement.

{{Sig_es_:signer2:signature}}

Rupam Biswas



{{Dte_es_:signer1:date}}

**Bhoomi M
Bangalore**

PRIVATE AND CONFIDENTIAL

Employment Offer Letter and Terms and Conditions of Employment

Dear **Bhoomi**,

We are pleased to offer you employment with **PricewaterhouseCoopers Service Delivery Center – (Bangalore) Private Limited (“Company” or “PwC AC Bangalore”)** in the position of **Specialist 4**. Your work location will be **Bangalore**. Reporting lines and location are subject to change depending on business requirements. The title, roles and responsibilities may also be varied from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policy of the Company.

If you accept this offer, your commencement date with us will be on or before **18 June, 2024**, or such other date as may be communicated by us to you in writing (“**Employment Commencement Date/Date of Joining**”).

Remuneration Package:

1. Annual Compensation:

You are being offered a total annual compensation of **Rs. 333,200/- [Three Lakh Thirty Three Thousand & Two Hundred Only]**

The details of your total annual compensation are specified in Annexure 1 to this offer letter (“**Offer Letter**”).

2. Incentive Compensation:

In addition to the annual compensation as mentioned above, you may also be eligible for bonuses from time to time, as may be set forth in the respective incentive compensation programs, as applicable to your position.

Under the Company’s current incentive programs, you may be eligible for an Annual Performance Bonus, as applicable to your position. The amount and timing of, and eligibility for, any bonus shall be at the sole discretion of the Company. Bonuses and rewards are provided by the Company as an incentive for your continued employment with the Company; therefore, in order to earn, and be eligible to receive a bonus, you must be actively employed by the Company on the date such bonus or reward is to be paid. The Company may at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of the incentive compensation programs, guidelines and policies.

3. Benefits:

You will be eligible for Company sponsored India specific benefit programs such as gratuity, provident fund, group medical insurance for the employee and his/her family, life insurance and accident insurance for the employee. You are also eligible for the executive health check-up plan, for a free annual health check-up which contains a series of tests.

Other Terms: Please read the following terms and contact us with any questions that you may have.

1. Employment Agreement:

Once you accept this offer, you will be required to sign an employment agreement (“**Employment Agreement**”), the format of which is attached to this Offer Letter. Your employment with the Company will be on the terms of this Offer Letter and the Employment Agreement until the end of your employment with the Company.

2. Working Hours:

You will be required to work, for such hours as are reasonably necessary to meet the Company’s requirements, in a variety of locations and for proper discharge of your duties. The working hours will be consistent with Company’s policies and will include such reasonable working hours as might be required for performing your duties competently and to meet the Company’s requirements. You hereby agree and volunteer to work during the night shift, as and when the Company feels that your services are required. You confirm that you have no objection whatsoever to work during the night shift, as per the Company’s policies.



3. Promotion and Salary Review:

You will be eligible to participate in the promotion and salary review process as per the policy of the Company.

4. Visa:

If you do not have the right of abode, the right to land or the status of unconditional stay in India, an employment visa is required for your employment. The Company will assist you with obtaining the necessary documents for you and your family. Any continued employment is contingent upon the immigration authorities approving any renewal of the employment visa and will automatically be deemed to be terminated should such approval not be granted.

5. Taxation:

Your remuneration and benefits have been stated gross of tax. You will be responsible for all Indian salaries tax on your remuneration, allowance and benefits, where applicable. In the event that you have sources of income or expense outside of your employment with the Company, you are responsible for ensuring adherence to the tax laws on those matters as well.

6. Travel, Assignments or Secondment:

a. **Within India:** You are required to work on any project to which you are assigned, unless there is good reason not to do so.

b. **Outside India:** While based in India you may be required to travel and stay to work on projects outside India, within and/or outside the Asia Pacific region.

7. Termination:

(a) Your employment in the Company is subject to satisfactory verification of your certificates, testimonials and personal particulars/credentials. The Company reserves the right to conduct a background check (including criminal history record search, education and employment; and personal details verification) on you directly or through nominated third party agencies. In the event that such verification or background check is un-successful or reveals any discrepancy in the statement(s) made in your application or in the bio-data or in the declarations made by you including in this Offer Letter and/or the Employment Agreement, your services are liable to be terminated forthwith without any notice or any further compensation from the day such discrepancies have been identified.

(b) Notwithstanding anything contained in this offer, this offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6 months from the date of joining failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

(c) You will automatically retire from services upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(d) Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company.

As such the Company may terminate your employment on an immediate basis for any of the following conduct on your behalf effective immediately:

- (i) acts of fraud, dishonesty or misconduct involving moral turpitude;
- (ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of the Company;

(iv) material failure to adhere to the Company's corporate codes, policies or procedures;

(v) continued failure to meet performance standards as determined by the Company;

(vi) a breach or threatened breach of any material provision of this Offer Letter or the Employment Agreement if it is not cured to the Company's satisfaction within a reasonable period after the Company provides you with notice to your address on the Company's records of the breach; provided that no notice and cure period will be required if the breach cannot be cured;

(vii) violation of any statutory, contractual, or common law duty or obligation to the Company, including without limitation, the duty of loyalty.



In case of termination on account of any of the above reasons, you will only be entitled to earned and unpaid gross salary, accrued leave (if any) and any other applicable statutory payments through the effective termination date.

(e) The Company may terminate your employment for reasons other than those specified above or for no reason, effective upon a prior written notice of at least sixty (60) days or payment in lieu of such notice. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the net amount of gross salary you are entitled to in lieu for the remaining notice period, less any deductions or withholdings, as required by law.

(f) You agree to provide the Company with a prior written notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period, unless agreed otherwise.

8. Return of Property:

Upon termination of employment, you will be required to return all property (including but not limited to keys, records, notes, data, computer discs or tapes, memoranda, business cards, security passes and equipment) which is held in your possession, custody or under your control, belonging to or relating to business affairs of the Company.

9. Acknowledgement:

You acknowledge that your joining the Company will not breach any agreement relating to employment or the provision of services to which you are or have been a party.

The Company may amend or discontinue any of its plans, programs, policies and procedures at any time for any or no reason with or without notice to the extent permitted by law.

We are excited about having you join us. On behalf of the PwC AC Bangalore team, we hope you find these terms and conditions suitable. If you have any questions about the contents of this letter, please do not hesitate to contact us on us_advisory_ac_india_hc_operations@pwc.com.

10. To indicate your acceptance and agreement with all the terms of this Offer Letter and the attachments including the Employment Agreement, please share the signed copy of the Offer Letter, no later than **01 June, 2024**. It is clarified that the employment offer made to you under this Offer Letter will automatically lapse on **01 June, 2024** and will no longer be valid if we do not receive your signed acceptance of the Offer Letter. It is further clarified that the employment offer under this Offer Letter is contingent upon you joining the services of the Company on the Employment Commencement Date. The employment offer made to you under this Offer Letter, will be deemed withdrawn on your failure to join the services on the Employment Commencement Date.

Yours truly,
For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:_signer1:signature}}

Authorized Signatory

Date: {{Dte_es_:_signer1:date}}

I, **Bhoomi M**, accept the offer and terms of employment as detailed in this letter and the attached Employment Agreement.

{{Sig_es_:_signer2:signature}}

Date: {{Dte_es_:_signer2:date}}



Annexure 1	
Private and Confidential	
Date: {{Dte_es_:signer1:date}}	
Name: Bhoomi M Designation: Specialist 4	
Salary Components - Annual	
Particulars	Amount (Rs.)
Basic Salary (40% of Gross Salary)	121,280
Flexible Benefit Package (FBP)*	167,366
Employer contribution of PF	14,554
Gross Salary	303,200
Shift and meal allowances	30,000
Total Annual Compensation	333,200
Benefits Estimated Value	
Term Life Insurance	924
Group Accident Insurance	378
Group Medical Insurance	43,739
Employee Assistance Program and wellness resources	400
Total Benefits (1)	45,441
Gratuity	As per Payment of Gratuity Act 1972
<p>*FBP can be used for the following components:</p> <ol style="list-style-type: none"> 1. Food Coupons (Sodexo) - INR 26,400 (i.e.2200 per month) 2. Leave Travel Allowance (LTA) - up to a maximum of FBP amount available for allocation 3. House Rent allowance (HRA) - 40% of Basic for Non-Metro, 50% of Basic for Metro 4. Special Allowance - Balancing Figure, FBP minus all above components <p><i>The above are subject to applicable taxes as per the Indian law.</i></p>	
<p><i>All the above benefits are as per Company's policies and may have tax implications. These are subject to change from time to time as may be evaluated and considered appropriate by the Company and in accordance with the policies of the Company. Benefits if not availed cannot be claimed as cash equivalent</i></p> <p><i>(1) The value above is only the estimated monetized value of the applicable benefits</i></p>	



EMPLOYMENT AGREEMENT/SPECIALIST 4

This Agreement ("**Agreement**") is between **PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited ("Company" or "PwC AC Bangalore")** and **Bhoomi M ("You"** and all similar references).

1. **Definitions**

(a) "**Cessation Date**" means the effective date of cessation of your employment with PwC AC Bangalore.

(b) "**Cause**" means any of the following conduct by you:

(i) acts of fraud, dishonesty or misconduct involving moral turpitude;

(ii) commission or conviction of any criminal offence;

(iii) engagement in any activity that you know or should know could harm the business or reputation of PwC AC Bangalore;

(iv) material failure to adhere to PwC AC Bangalore's corporate codes, policies or procedures;

(v) continued failure to meet the performance standards as determined by PwC AC Bangalore

(vi) a breach of any provision or threatened breach of any material provision of this Agreement if the breach is not cured to PwC AC Bangalore's satisfaction within a reasonable period after PwC AC Bangalore provides you with notice to your address on PwC AC Bangalore's record of the breach provided that no notice and cure period will be required if the breach cannot be cured; and

(vii) violation of any statutory, contractual, or common law duty or obligation to PwC AC Bangalore, including without limitation the duty of loyalty.

(c) "**Offer Letter**" means the employment offer letter dated **{{Dte_es_:signer1:date}}** by which you were offered employment with PwC AC Bangalore and accepted by on **{{Dte_es_:signer2:date}}**.

2. **Employment**

2.1 You accept employment on the terms of the Offer Letter and this Agreement along with its exhibits thereto until the end of your employment with PwC AC Bangalore in accordance with clause 6 of this Agreement.

2.2 Probation: You will be on probation for the first 180 days of employment, including your date of joining. This period will be on a trial basis and would be considered a continuation of the employment selection process and therefore will be termed as your probationary period with the Company. Your continued employment with the Company will be confirmed by the Company by a communication to that effect. It may be specifically noted that unless such confirmation is received by you you will continue to be on probation. The Company may at its sole discretion at any time extend this period of probation for an additional period of two (2) months or any such period as required at Company's discretion upon notice to you. During this probationary period PwC AC Bangalore may terminate your employment by giving 15 days' notice in writing or salary in lieu of notice to you with or without cause and without stating any reasons whatsoever. If you desire to terminate your employment during the probation period, you shall provide the Company 15 days prior notice in writing with reason for such termination.

2.3 By signing this Agreement, you agree to:

(a) devote your professional time and effort to PwC AC Bangalore's business and to refrain from professional practice outside of the interests of PwC AC Bangalore or any of its subsidiaries;

(b) abide by all policies of PwC AC Bangalore, current and future, including but not limited to the Equal Employment Opportunity policy attached as Exhibit A and the Anti-Harassment policy attached as Exhibit B to this Agreement;

(c) abide by the Confidentiality and Intellectual Property Agreement attached as Exhibit C to this Agreement; and



- (d) abide by the terms of the Consent Form concerning personal data attached as Exhibit D to this Agreement.
 - (e) Abide by the terms of the Exhibit E concerning past employment obligations
- 2.4 You also confirm that you are not currently bound by any agreement that could prohibit or restrict you from being employed by PwC AC Bangalore or from performing any of your duties under this Agreement.

3. **Compensation and Benefits**

As of the commencement of your employment, PwC AC Bangalore will pay you a salary as specified in the Offer Letter, less required and authorized withholdings and deductions, payable in 12 equal monthly installments in accordance with PwC AC Bangalore's normal payroll practices.

4. **Leave Entitlement**

Your annual leave entitlement will be as provided in the Leave Policy of the Company as amended from time to time.

5. **Covenants**

While employed with PwC AC Bangalore, and for 1 (One) Year after your Cessation Date you shall not directly or through anyone else solicit, employ or retain any current employee of PwC AC Bangalore. You agree that these obligations protect PwC AC Bangalore's legitimate interests without unreasonably restricting your ability to earn a living after leaving PwC AC Bangalore.

6. **Termination and Resignation**

(a) You shall retire from services immediately upon attaining the age of sixty (60) years. An extension may however be granted at the sole discretion of the Company.

(b) The Company retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, not clearing background verification, any non-compliance, indulging in unethical practices, misconduct, fraud or misappropriation of funds or breach of any terms of service or any policy of the Company. This offer and your employment with the Company is subject to successful completion of the qualifying examination from your college and submission of the necessary mark-sheets /certificates within 6months from the Employment Commencement date failing which the Company may at its discretion, terminate the employment by providing 15 days written notice or salary in lieu thereof.

As such PwC AC Bangalore may terminate your employment on account of Cause effective immediately without giving any notice or pay in lieu of notice . .

You will only be entitled to earned and unpaid salary and salary for accrued leave and any other statutory payments (if any) until the effective termination date.

(c) PwC AC Bangalore may terminate your employment for reasons other than Cause or for no reason, effective upon at least sixty (60) days written notice or payment of the salary in lieu of such notice less any required deductions or withholdings as required by law. In the event that the effective date of your termination is less than sixty (60) days, you will receive payment of the salary you are entitled to in lieu for the remaining notice period less any required deductions or withholdings, as required by law.

(d) You agree to provide PwC AC Bangalore with prior notice of at least sixty (60) days of your resignation, which shall be effective at the end of the notice period unless agreed otherwise. The Company management has the discretion for any notice period waive-off based on the work obligations.

(e) In case of failure to serve the notice period, you will agree to pay equivalent gross salary in lieu of the notice period not served. The company may at its sole discretion adjust any unused vacation against notice period.

(f) The Company may require you to utilize any accrued leave during the notice period.

7. **Arbitration**

(a) All disputes between you and PwC AC Bangalore shall be resolved by arbitration in Bangalore or any other mutually agreeable location in India. Arbitral disputes include without limitation employment, employment termination claims and claims by you for employment discrimination, harassment, retaliation and wrongful termination.

(b) Arbitration shall be conducted under the auspices of the Indian Council of Arbitration before a panel of three arbitrators, which shall consist of one person selected by each of the two sides to the dispute and the third person jointly selected by the other two arbitrators.



(c) The arbitration panel shall have no authority to modify this Agreement (except pursuant to clause 8 of this Agreement) or to award punitive or exemplary damages. PwC AC Bangalore may, without waiving its right to compel arbitration, seek injunctive or other provisional relief from a court of competent jurisdiction, to prevent any arbitration award from being rendered ineffectual, to protect PwC AC Bangalore's confidential information or intellectual property or for any other purpose in the interests of PwC AC Bangalore.

The courts at Bangalore or any court of competent jurisdiction in any other state will have jurisdiction over any proceeding relating to arbitration, and may enter judgment on any arbitration award rendered or grant judicial recognition of the award or an order of enforcement.

8. **Entire Agreement**

This Agreement and the Offer Letter forms the entire agreement between you and PwC AC Bangalore regarding these matters and supersede any verbal and written agreements on such matters. In the event of a conflict between the main body of this Agreement or the Offer Letter and the Exhibits, the main body of the Agreement or the Offer Letter shall take precedence. This Agreement may be modified only by a written agreement signed by you and the Authorized Signatory of PwC AC Bangalore or their designee, provided that the policies of the Company may be amended at any time for any or no reason with or without notice to the extent permitted by law.

9. **Severability**

(a) If any provision of this Agreement is held invalid or unenforceable for any reason, the invalidity shall not nullify the validity of the remaining provisions of this Agreement.

(b) If any provision of this Agreement is determined by a court or arbitration panel to be unenforceable by reason of being overly broad in duration, geographical coverage or scope or unenforceable for any other reason, such provision will be narrowed so that it will be enforced as much as permitted by law.

10. **Waiver**

Any party's waiver of the other party's breach of any provision of this Agreement shall not waive any other right or any future breaches of the same or any other provision.

11. **Choice of Law**

The Offer Letter and this Agreement shall be governed by laws of India. You and PwC AC Bangalore consent to the non-exclusive jurisdiction and venue of the courts in Bangalore and agree that any permitted lawsuit may be brought to such courts or any other court of competent jurisdiction as provided in clause 7 of this Agreement.

12. **Assignment and Beneficiaries**

This Agreement only benefits and is binding on the parties and their permitted assigns provided that you may not assign your rights or duties under this Agreement without the express prior written consent of the other parties. PwC AC Bangalore may assign any rights or duties that it has, in whole or in part, to its affiliates and subsidiaries without your consent.

13. **Counterparts**

For convenience of the parties, this Agreement may be executed in one or more counterparts, each of which shall be deemed an original for all purposes.

14. **Survival**

Clauses: 2, 5, 7 through 13 and Exhibits C and D shall survive any termination of this Agreement or your employment (including your resignation).



The parties to this Agreement state that they have read, understood and agree to be bound by this Agreement:

For PricewaterhouseCoopers Service Delivery Center (Bangalore) Private Limited

{{Sig_es_:signer1:signature}}

Authorized Signatory

{{Dte_es_:signer1:date}}

{{Sig_es_:signer2:signature}}

Bhoomi M

{{Dte_es_:signer2:date}}



EXHIBIT A

Equal Employment Opportunity

It is the policy of PwC AC Bangalore and its group of companies to provide equal employment opportunity for all applicants and employees. PwC AC Bangalore does not unlawfully discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other legally protected classification. PwC AC Bangalore also makes reasonable accommodations for disabled employees. An employee who believes he or she has a disability and requires an accommodation should inform their Human Resources Manager so that the employee's request can be evaluated. PwC AC Bangalore prohibits the harassment of any individual and further prohibits the harassment of any individual based on any of the aforementioned legally protected classifications. Unlawful discrimination or harassment shall not be tolerated by PwC AC Bangalore.

This policy applies to all areas of employment including, but not limited to, recruitment, recruitment advertising and/or other communications media, hiring, rates of pay and other compensation, benefits, overtime, promotions, transfers, demotions, training, layoffs, or terminations, recalls, disciplinary actions and all other terms, conditions, or privileges of employment.

PwC AC Bangalore, as required by law, will establish a written affirmative program to strive for best utilization of minorities, the disabled and women throughout our workforce. The results will be reviewed no less than annually and adjusted appropriately to meet stated goals. The coordinator of this program is the Director - HC at PwC AC Bangalore.

The coordinator will be responsible for ensuring the creation of the program with the inclusion of its multiple requirements, the development of an audit procedure to measure the effectiveness of the program and the facilitation of the annual status presentation to the executive management group.

Each employee is required to abide by this policy and assist with its enforcement. Violation of this policy will result in disciplinary action, up to and including termination of employment. If an employee believes that he/she has been unlawfully discriminated against in an employment matter, please direct your concerns to the Director - HC the Equal Employment Opportunity coordinator for PwC AC Bangalore. A prompt and thorough investigation shall be conducted and a determination made as to the appropriate management response. Full cooperation by each employee asked to assist during an investigation is required and no reprisals shall result from the reporting or assisting in the investigation of, concerns related to this policy. Concerns or complaints of any retaliation should be directed to the Director-HC immediately.



EXHIBIT B

Anti-Harassment Policy

PwC AC Bangalore and its group of companies prohibits sexual or other unlawful harassment of its employees, vendors, clients or applicants, whether engaged in by company personnel, clients, customers, vendors, or others. This policy also prohibits employment actions that are based on an employee's submission to or rejection of unwelcome sexual advances or other behavior prohibited by this policy. This policy applies at PwC AC Bangalore facilities and at other locations where our employees conduct business or socialize, such as client sites or at company or client sponsored business and social functions including homes of the employees during a work from home setup and all employees are to adhere to this policy even in the course of online meetings, virtual socialization activities and/ or engaging in informal conversations during a work from home setup.

Sexual harassment is viewed as a form of employee conduct that undermines the integrity of the employment relationship. For the purposes of this policy, sexual harassment is defined as sexual behavior that is unwelcome, is personally offensive, and/or creates a hostile, intimidating or offensive work environment. PwC AC Bangalore will not tolerate sexual harassment by anyone – supervisors, employees, vendors, or clients.

Some examples of sexual harassment are:

- Unwelcome or unwanted sexual advances. This includes patting, pinching, brushing up against, hugging, cornering, kissing, or any other similar physical contact considered unwelcome by another individual.
- Requests or demands of sexual favors. This includes subtle or blatant expectations, pressures, or requests of any type of sexual favor accompanied by an implied or stated promise of preferential treatment or negative consequences concerning one's employment.
- Verbal abuse or kidding that is sex-oriented and considered unwelcome by another person. This includes comments about an individual's body or appearance (where such comments go beyond a mere compliment); off-color jokes that are clearly unwanted or considered offensive by others; or any other tasteless, sex-oriented comments, innuendoes, or offensive actions.
- Any sexually oriented conduct that would unreasonably interfere with another's work performance. This includes extending unwanted sexual attention to someone, which reduces personal productivity.
- Participation in fostering a work environment that is intimidating, hostile, or offensive because of unwelcome or unwanted sexually oriented conversation, suggestions, requests, demands, physical contacts, or attention.
- Possession in the workplace or display of sexually suggestive objects or pictures; emails, internet sites, or other correspondence with sexually suggestive content.
- Tangible employment decisions made because of or influenced by an individual's compliance with or refusal to comply with sexual demands.
- Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

This policy also expressly prohibits behavior that harasses an employee or applicant on the basis of his or her race, color, creed, religion, age, gender, national origin, citizenship status, marital status, sexual orientation, disability, or other category protected by Central, State, or local law. Forms of such harassment can include physical, verbal and nonverbal behavior that harasses, disrupts, or interferes with an employee's work performance or in any way creates or contributes to an intimidating, hostile or offensive work environment. This behavior includes, by way of example only, epithets, slurs, off-color jokes, threats, or posters, cartoons, emails, or drawings that are insulting, degrading, derogatory or ridiculing of one based on his or her protected status.

Behavior prohibited by this policy often can occur without the knowledge of others and what one may regard as offensive, another may not. For the company to effectively implement this policy, all persons must respond to and report behavior that violates this policy. Cooperation in preventing this type of conduct is essential.



If you believe that you have been subjected to inappropriate sexual or other behavior, you should immediately tell the offender that his or her behavior is offensive and must cease. If such a direct approach is ineffective or impractical under the circumstances, you must report such behavior to one of the persons identified below. If you have reason to believe that another employee of the company has been subjected to or has engaged in behavior that violates this policy, you should also immediately inform one of the individuals identified below.

The Internal Committee ("IC") duly constituted by PwC AC Bangalore under applicable law is available to investigate, promptly and thoroughly, any such complaint or report of inappropriate behavior. Complaints and investigations will be handled in a confidential manner consistent with the need to investigate and take corrective action.

If you are aware of conduct by anyone – including those at any level – that may be unethical, illegal or inconsistent with PwC's Code of Conduct, Our Standards, values or policies – help is available. Talk to your Human Capital Team (HR) representative. You can also report your concerns to the Ethics Helpline, anonymously if you prefer at Bangalore/Hyderabad/Kolkata/Mumbai AC: 000-800-100-1555.

In response to a meritorious complaint, PwC AC Bangalore will as necessary or appropriate, take disciplinary action against anyone found in violation of this policy, up to and including termination of employment.

Overall responsibility for PwC AC Bangalore's Equal Employment Opportunity and Sexual Harassment policy has been assigned to the Director-HC who is responsible for the implementation and enforcement of this policy.

Every employee may access this confidential system without fear of reprisal. This policy also prohibits retaliation against anyone who in good faith complains under this policy or participates in an investigation. Full cooperation by each employee asked to assist during any investigation pursuant to this policy is required. Complaints of retaliation (actual, threatened or feared) also should be directed to one of the individuals identified above.



EXHIBIT C

Confidentiality and Intellectual Property Agreement

As a material part of the consideration for my employment by PwC Service Delivery Center – Bangalore Private Limited and the salary and other compensation that I shall receive during my employment, I acknowledge and agree that, by my signature on the document to which this Confidentiality and Intellectual Property Agreement (“CIPA”) is attached as an exhibit, I also agree to this CIPA’s terms:

1.

(a) I will, both during my work for PwC AC Bangalore and thereafter, hold in confidence and not directly or indirectly reveal, report, publish, disclose, transfer or otherwise share or make any Proprietary Information (as defined below) accessible, to any person or entity, or utilize any Proprietary Information for any purpose, except in the course of my work for PwC AC Bangalore’s sole benefit. In addition, I will not remove, reproduce, transmit, summarize or copy any Proprietary Information except as expressly required by PwC AC Bangalore to enable me to perform my duties. I understand that this Section 1 is effective as of the commencement of my employment with PwC AC Bangalore or the date I acquired knowledge of any Proprietary Information, whichever is earlier.

(b) I will not knowingly use for the benefit of, or disclose to any person employed by, PwC AC Bangalore confidential information of any of my former employers or of any other third party or otherwise knowingly infringe or misappropriate any proprietary right of any third party. I represent and warrant that no contract, agreement or other obligation between or among me and any third party will interfere in any manner with my complete performance of my duties to PwC AC Bangalore or with my compliance with the terms and conditions of this CIPA. Without limiting the foregoing, I (have / have not) signed an agreement with [·], a previous employer or other entity, relating to inventions and confidential information. I (can/cannot) furnish PwC AC Bangalore with a copy of said agreement.

(c) “**Proprietary Information**” as used in this CIPA means all information or material disclosed to or known to me as a consequence of my employment with PwC AC Bangalore or any affiliate of PwC AC Bangalore (“**affiliate**” includes without limitation, for purposes of this CIPA, subsidiaries and other related entities of PwC AC Bangalore), including, without limitation, third party information that PwC AC Bangalore treats as confidential and any information disclosed to or developed by me or embodied in or relating to works for hire. Proprietary Information includes, but is not limited to discoveries, ideas, inventions, concepts, software in various states of development and related documentation, designs, drawings, specifications, techniques, methodologies, models, data, source code, object code, documentation, diagrams, flow charts, research, development, processes, training materials, templates, procedures, “know-how,” tools, client identities, client accounts, web design needs, client advertising needs and history, client reports, client proposals, product information and reports, accounts, billing methods, pricing, data, sources of supply, business methods, production or merchandising systems or plans, marketing, sales and business strategies and plans, finances, operations, and information regarding employees and other similar information (whether or not reduced to writing). Notwithstanding the foregoing, information that is publicly known and is generally employed by the trade at or after the time I first learn of such information (other than as a result of my breach of the CIPA), shall not be deemed part of the Proprietary Information.

2.

(a) All Works (as defined below) shall belong exclusively to PwC AC Bangalore and/or its affiliates, as the context may require whether or not fixed in a tangible medium of expression. Without limiting the foregoing, to the maximum extent permitted under applicable law, all Works shall be deemed to be “works made in the course of your employment with the PwC AC Bangalore” or “works made for hire”, under Section 17 of the Indian Copyright Act, 1957 (as amended from time to time) and PwC AC Bangalore shall be deemed to be the author thereof. If and to the extent any Works are determined not to constitute “works made for hire,” or if any rights in the Works do not accrue to PwC AC Bangalore as a work made for hire, I hereby irrevocably assign and transfer to PwC AC Bangalore to the maximum extent permitted by law all right, title and interest in the Works, including all copyrights (including moral rights), patents, trade secret rights, and other proprietary rights in or relating to the Works. To the extent my moral rights cannot be assigned, I hereby irrevocably and expressly waive them and agree not to assert any claims based on such rights against PwC AC Bangalore or its affiliates. Without limiting the foregoing, I hereby irrevocably assign and transfer to PwC AC Bangalore all economic rights to the Works, including the rights to reproduce, manufacture, use, adapt, modify, publish, distribute, sublicense, publicly perform and communicate, translate, lease, sell, offer for sale, import, export and otherwise exploit the Works. I shall have no right to exercise any rights to the Works. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to



copyrightable material shall not lapse nor the rights transferred therein revert to me, even if PwC AC Bangalore does not exercise the rights under the assignment within a period of 1 (one) year from the date of assignment.

I further acknowledge and agree that I waive any right to and will not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. Without limiting the foregoing, I will not have the right to and will not reproduce, adapt, modify, publish, distribute, sublicense, publicly perform or communicate, translate, lease, import or otherwise exploit the Works, except as expressly authorized by PwC AC Bangalore in the scope of my employment. I expressly acknowledge and agree that I wish to remain anonymous and not to have my name or any pseudonym used in connection with the Works. I hereby approve any and all modifications, uses, publications and other exploitation of the Works that PwC AC Bangalore or any successor or transferee thereof may elect to make, and I expressly agree that no such modifications, uses, publications or exploitations will or may cause harm to my honor or reputation. I agree that no modification, use or publication of the Works by PwC AC Bangalore or any successor or transferee thereof will be deemed to constitute a distortion or mutilation of the Works. PwC AC Bangalore shall have the unrestricted right to transfer and convey any or all of PwC AC Bangalore's rights in or relating to the Works to any person or entity.

(b) I understand that the CIPA is not intended and shall not be interpreted to assign to or invest in PwC AC Bangalore any of my rights in any inventions developed entirely on my own time without using PwC AC Bangalore's equipment, supplies, facilities, resources, or trade secret information, except for those inventions that either relate at the time of conception or reduction to practice of the inventions to the business of PwC AC Bangalore or the actual or demonstrably anticipated research or development of PwC AC Bangalore, or result from any work that I performed for PwC AC Bangalore.

(c) I will keep and maintain adequate and current written records of all inventions, original works of authorship, trade secrets or other Works in which rights vest in or are assigned to PwC AC Bangalore hereunder. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by PwC AC Bangalore. The records will be available to and remain the sole property of PwC AC Bangalore at all times.

(d) I will provide any assistance reasonably requested by PwC AC Bangalore to protect its proprietary and intellectual property rights, including, to obtain Indian or foreign letters patent and copyright registrations covering inventions, original works of authorship and other Works belonging or assigned hereunder to PwC AC Bangalore. I will execute any transfers of ownership of letters patent or assignments of copyrights or other proprietary rights transferred or assigned hereunder (including short form assignments intended for recording with the Indian, U.S. or any other foreign copyright and patent authorities, or any other entity). I understand that my obligations under this Section shall survive any termination of this CIPA or of my employment in perpetuity, provided that PwC AC Bangalore will compensate me at a reasonable rate for time actually spent performing such obligations at PwC AC Bangalore's request after such termination. If PwC AC Bangalore is unable for any reason whatsoever, including my mental or physical incapacity, to secure my signature to apply for or to pursue any application for any United States or foreign letters patent or copyright registrations or on any document transferring or assigning any patent, copyright or other proprietary right that I am obligated hereunder to transfer or assign, I hereby irrevocably designate and appoint PwC AC Bangalore and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf and in my stead to execute and file any such applications and documents and to do all other lawfully permitted acts to further the application, registration, prosecution and issuance of letters patent or copyright registrations or transfers or assignments thereof or of any other proprietary rights with the same legal force and effect as if executed by me. This appointment is coupled with an interest in and to the inventions, works of authorship, trade secrets and other Works to which any proprietary rights may apply and shall survive my death or disability.

(e) "**Works**" means:

1. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during my employment with PwC AC Bangalore (which term includes, for purposes of this entire definition, any affiliate of PwC AC Bangalore), or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and that relate to the business of PwC AC Bangalore or its actual or demonstrably anticipated research or development,
2. any inventions, trade secrets, ideas or original works of authorship that I conceive, develop, discover or make in whole or in part during or after my employment with PwC AC Bangalore, or which I conceived, developed, discovered, or made in whole or in part during my employment or relationship with PwC AC Bangalore, and which are made through the use of any of PwC AC Bangalore's or any PwC AC Bangalore's predecessors' equipment, facilities, supplies, trade secrets or time, or which result from any work that I perform or performed for PwC AC Bangalore, and any part or aspect of any of the foregoing.



3. For purposes of Sections 2 (a), (b), (c) and (d) of this CIPA, the term PwC AC Bangalore shall mean (i) PwC AC Bangalore for any period of time during which I am employed by PwC AC Bangalore and (ii) any affiliate of PwC AC Bangalore for any period of time during which I am employed by such affiliate.
3. I will return immediately to PwC AC Bangalore all property of PwC AC Bangalore and its affiliates (including without limitation all Proprietary Information, documents, notes and other work product) in my possession or control, including duplicates, when I leave my employment or whenever PwC AC Bangalore may otherwise require that such Proprietary Information and other property be returned.
4. I will comply, and do all things necessary to assist PwC AC Bangalore to comply, with the laws and regulations of all governments under which PwC AC Bangalore does business, and with the provisions of contracts between PwC AC Bangalore and any such government or its contractors, or between PwC AC Bangalore and any private contractors, that relate to intellectual property or to the safeguarding of information, including the signing of any confidentiality agreements required in connection with the performance of duties during my employment with PwC AC Bangalore.
5. I understand and agree that the provisions of this CIPA shall remain in full force and effect in accordance with their terms notwithstanding any termination of my employment with PwC AC Bangalore for any or no reason.
6. The CIPA constitutes the entire agreement between PwC AC Bangalore and me with respect to the subject matter hereof and supersedes all prior and/or contemporaneous understandings, agreements or communications, whether oral or written, on such subject matter, provided that the provisions of any other written agreement between PwC AC Bangalore and me shall remain in full force and effect in accordance with its terms.
7. The CIPA shall be governed by and construed and enforced in accordance with the laws of India.
8. The CIPA may not be amended or modified except by a written document signed by me and a duly authorized representative of PwC AC Bangalore. The waiver of any right hereunder shall not be binding unless set forth in writing signed by the waiving party, and shall not bar the exercise of any other right or of the same right on any other occasion.
9. The CIPA shall be binding upon and inure to the benefit of me, PwC AC Bangalore and its affiliates, successors and assigns, provided, however, that I understand that I may not assign my rights or delegate my obligations under this CIPA without the express prior written consent of PwC AC Bangalore. Without limiting the foregoing, the rights of PwC AC Bangalore hereunder may be assigned in whole or in part without my consent to any of PwC AC Bangalore's affiliates or to any other entity that, whether by merger or otherwise, acquires all or substantially all of the assets, business or stock of the office or branch in which I work.
10. If any provision of this CIPA is held invalid or unenforceable for any reason, the invalidity shall not affect the validity of the remaining provisions of this CIPA, and the parties shall substitute for the invalid provision a valid provision which most closely approximates the intent and economic effect of the invalid provision.
11. I acknowledge and understand that any breach by me of any of Sections 1, 2, 3 or 4 of this CIPA will cause PwC AC Bangalore and its affiliates to suffer irreparable harm for which damages are an inadequate remedy and are difficult to calculate. Accordingly, I agree that PwC AC Bangalore and its affiliates will be entitled, without limiting any other available legal or equitable remedies, to injunctive relief (without the need to post any bond or other security) to enforce the terms of the CIPA in whole or in part and to prevent any breach or threatened breach of any of those Sections.



EXHIBIT D

Consent Form

I acknowledge and agree that PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited and its affiliates or related bodies corporate want to develop a global human resources database in support of PwC AC Bangalore's legitimate business purposes.

These legitimate business purposes include, without limitation:

- (a) the submission of proposals to clients and potential clients of PwC AC Bangalore;
- (b) the compilation of directories;
- (c) the organization of security procedures;
- (d) the processing of worker compensation and insurance claim and the management of human resources.

I therefore understand and agree that PwC AC Bangalore hold, collect, receive, store, record, have access to, process and transfer personal information about myself ("**Personal Data**"), including, without limitation:

- (a) identification data such as my name, home address, telephone and fax number, personal email address, date of birth, social security number, citizenship, ID and passport number and/or other employee identification number, marital status;
- (b) employment data such as my salary, job title, resumes, applications, copies of school, college and university diplomas, background verification information, entitlement to stock options, employment references;
- (c) financial information such as bank account numbers and tax related information; and
- (d) other information necessary to PwC AC Bangalore's legitimate business purposes, which I may voluntarily disclose in the course of my application and subsequent employment with PwC AC Bangalore.

I understand that, unless allowed or required by laws and/or regulations, PwC AC Bangalore does not, as a general rule, collect sensitive data, such as information about racial and ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, sexual orientation, health information, etc. However, if I have voluntarily in any way disclosed information of that nature to PwC AC Bangalore, I understand that PwC AC Bangalore may not be able or may be able only with disproportionate effort to delete this information from its database and I agree to the use, disclosure, processing and transfer, including cross-border transfer, of these information, even though it is possible that the recipient of such information may not be bound by similar obligations to protect such information.

I understand and agree that relevant Personal Data are transferred or shared:

- (a) among PwC AC Bangalore affiliates for the purposes of, and in connection with, personnel administration, planning and management of my employment relationship with PwC AC Bangalore; and
- (b) with other individuals joining PwC AC Bangalore and using PwC online tools for on-boarding purposes; and
- (c) to third parties assisting PwC AC Bangalore in the administration and management of my employment relationship with PwC AC Bangalore, including without limitation, payroll management companies, pension plan companies, health insurance companies or agencies, credit card companies, background verification providers and others that have entered into vendor program agreements with PwC AC Bangalore for the provision of their services to PwC AC Bangalore and its employees.

I also understand and agree that PwC AC Bangalore hold, collect, receive, store, have access to, use, disclose, process, and transfer Personal Data for purposes of its legitimate business interests and may do so even after my departure from PwC AC Bangalore either for a reasonable period of time to allow me to join the PwC AC Bangalore Alumni Network or for the applicable statutory period.



I understand that the companies transferring my Personal Data and the recipients of my Personal Data, both PwC AC Bangalore affiliates and third parties, may be located in any country including any country outside of India or my country of origin and/or residence.

I hereby consent to the collection, reception, possession, use, processing and transfer by PwC AC Bangalore of my Personal Data, in electronic or any other form, including transborder transfer of Personal Data, for the purposes and to parties described above.

I understand that I am responsible to, and may, at any time, review certain of my Personal Data, by accessing PwC AC Bangalore's web page and make any necessary amendments to it to ensure that my Personal Data is up to date, and that PwC AC Bangalore may not be held liable for any damages incurred by me as a result of PwC AC Bangalore's use, processing and transfer of inaccurate Personal Data provided by me.

I hereby consent to having modifications to my Personal Data done in electronic format rather than in writing. If, however, wherever this option is available to me, I choose to send any requests for modifications of my Personal Data to PwC AC Bangalore other than in the electronic format, I acknowledge and agree that delays can occur in the processing by PwC AC Bangalore of this written request for modification and that additional PwC AC Bangalore employees and/or agents may have to access certain of my Personal Data for that purpose.

I agree to promptly notify PwC AC Bangalore in writing of any change in my Personal Data or any unauthorized use or unauthorized disclosure of my Personal Data.

I understand that I may, at any time, withdraw the consents hereby given to the processing by PwC AC Bangalore and/or its agents of my Personal Data by notifying PwC AC Bangalore in writing of such withdrawal. As a result of my consent withdrawal, in certain cases, I may no longer be eligible for certain benefits, including employment and/or employment benefits and services currently provided to me by PwC AC Bangalore and/or the third parties selected by PwC AC Bangalore to render such services to the extent the Personal Data affected by my consent withdrawal was necessary to process my benefits.

I agree to abide by all policies of PwC AC Bangalore, including the Protection of Personal Data Policy as this Policy can be modified from time to time at PwC AC Bangalore's sole discretion.



Exhibit E

Past Employment Related Obligations

This is with reference to the Employment Offer Letter and Terms and Conditions of Employment issued to me by PricewaterhouseCoopers Service Delivery Center – Bangalore Private Limited (“**PwC AC**”), which were duly accepted by me and constitute my employment agreement with PwC AC (“**Employment Agreement**”).

I hereby represent, warrant, confirm and reiterate to PwC AC that I am currently not subject to any agreement, arrangement, understanding or legal obligation to any prior employer or other party which restricts or prohibits me from being employed by PwC AC or fully performing any of my duties under the Employment Agreement or engaging in any activity that I am required or expected to perform in connection with my employment with PwC AC. I have complied with all my post-termination obligations and will comply with continuing obligations with my previous employers and no person or entity has any claim against me.

I agree and undertake to keep in confidence all proprietary information, knowledge, or data acquired by me in any of my previous employments and refrain from disclosing the same to PwC AC, bringing it into PwC AC’s premises, using it in the performance of my duties for PwC AC or inducing PwC AC to use the same.

I understand that I will be solely liable if any information or material disclosed or used by me during my employment with PwC AC infringes on any trademarks, copyrights, patents, or any other intellectual property of any previous employer or any other third-party or violates my continuing confidentiality obligations towards them. I agree to indemnify, protect and hold harmless PwC AC (including its directors, officers and employees) for any loss, damage or other liability incurred by it (including its directors, officers and employees) for any act done or omission on my part during my employment with PwC AC which is not in good faith or without exercise of due diligence, honesty and fairness and which is in breach of the provisions of this undertaking.

The undertaking constitutes an integral part of my employment terms with PwC AC and is to be read in conjunction with my Employment Agreement.

{{Sig_es_:signer2:signature}}

Bhoomi M

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **R VARSHA**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



The Pearl, 1537, 5th Main Rd,
Rajiv Gandhi Nagar, Sector 7, HSR
Layout, Bengaluru -560102
<https://maps.app.goo.gl/9G9pNvJmeXFhXxCr5>
Ashish@codeyoung.com

Employment Offer and Employment Agreement

20th Dec 2023,

Dear Raabiya Begum,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **5th August 2024**.

1. BACKGROUND CHECKS AND REFERENCE CHECKS

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment. For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. Probation/ Training

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 20000/month (Twenty Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.



JOB TITLE: International Sales Specialist

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled “Compensation”

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory charges arising as a result of your employment with the Company, these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.



6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required from time to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and
or

being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .



Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoung adopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess, is kept protected. Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority



- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, poor work performance, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, poor work performance, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances require. During the notice period it is mandatory to deliver at least 80% of your target for successful relieving. The company reserves all the rights to withhold your relieving documents and full and final settlement in case of unsatisfactory or poor work performance, breach of policies, misconduct, or any other disciplinary issues during the notice period.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months'** notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.



17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any claims, losses or damages arising from your breaches or unlawful activities

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoung's customers or employees. This restriction applies during your tenure with Codeyoung and for a duration of two years after termination of your engagement with Codeyoung, regardless of the reason for termination of your engagement with Codeyoung.



21. AMENDMENTS

All enclosures herewith are deemed part of your employment agreement with the Company. Please note that the Company reserves all rights to modify, amend, or introduce new policies, procedures, or guidelines as deemed necessary to fulfill business requirements. These changes may occur at any time and without prior notice. The Company will make reasonable efforts to communicate such changes, but it is understood that it is the employee's responsibility to stay informed and comply with the updated policies and procedures. The Company will not be liable for any losses or damages incurred as a result of changes to policies or procedures.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable



CONFIRMATION OF ACCEPTANCE

We request you to complete and return a copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically. We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung



HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

(“The

company”)

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company’s regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:



HR 2.01 F6 – Data Protection Declaration

To: Codeyoung (“Codeyoung”)

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a “Data Controller” and together the “Data Controllers”).
2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else’s use (whether for profit or not) make copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.
3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.
4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):
5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;
 - a. Codeyoung staff training video on data protection;
 - b. Security procedures specific to the building where I am to carry out my assignment; and Codeyoung staff handbook.



6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____



INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business-like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subject to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must be made.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.



I Raabiya Begum,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE



HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platforms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

HR 2.01 F10 – Data Consent Form

The CTC provided by the company will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and **INR 300,000** is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee’s contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹200,000	₹16,667
2	House Rent Allowance	₹80,000	₹6,667
3	LTA	₹20,000	₹1,667
4	Special Allowances	₹76,600	₹6,383
5	Night Allowance	₹36,000	₹3,000
	Gross Salary	₹412,600	₹34,383
	Employer Contribution to PF	₹23,400	₹1,950
A	CTC Total	436,000	36333
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
3	Health Insurance	₹4,800	₹400
B	Total Deductions	₹28,800	₹2,400
A - B	Net Salary	₹383,800	₹31,983

With regards,
Shailendra Dhakad
Director Codeyoung

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Rana Sen**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



**Broadridge Financial Solutions (India)
Private Limited**
Survey No. 64 (Adjacent to Cyber Towers)
Hi-Tec City, Madhapur, Serilingampally Mandal
Ranga Reddy District, Telangana-500081
CIN: U74999TG2007PT0052368

B +91 40 6627 8000
F +91 40 6602 8444

21/08/2024

Rana Sen
5th street, Khb colony, Reliance fresh RT nagar, Bangalore 560032

Letter of Apprenticeship

Dear Rana,

We are hereby pleased to inform you that you have been selected as an Apprentice in Broadridge Financial Solutions (India) Private Limited (the "Company" or "Broadridge") in pursuance to the Apprentices Act 1961 as amended from time to time. Your Apprenticeship period starts from 26/08/2024 and will end on 25/08/2025. During this period, the Company will be imparting on the job training and industrial exposure to you.

The Company works 7 days a week, 24 hours a day. You may be required, during the assigned hours which might include night shifts, to avail the training. You will be required to undergo training 5 days a week and your weekly off may not necessarily be on Saturday and Sunday.

You will be paid a monthly stipend as follows: -

Sr. No	Particulars	Monthly Stipend amount paid by NATS Authority directly to you in INR (a)	Monthly Stipend amount paid by the Company to you in INR (b)	Monthly Total Stipend payable to you in INR (a)+(b)=(c)
1	For the first 6 months of your Apprenticeship /training period	4500	20500	25000
2	For the following next 6 months of your Apprenticeship /training period	4500	23500	28000

Based on your performance during this period and company requirements, the Company may offer you a position of employment at its sole discretion.

In addition to the above Stipend, on receiving the employment offer with the Company, you shall be eligible to get one-time Bonus of INR 75,000 (Seventy five thousand) that shall be payable to you.



**Broadridge Financial Solutions (India)
Private Limited**
Survey No. 64 (Adjacent to Cyber Towers)
Hi-Tec City, Madhapur, Serilingampally Mandal
Ranga Reddy District, Telangana-500081
CIN: U74999TG2007PT10052368

B +91 40 6627 8000
F +91 40 6602 8444

The said payout is contingent to your active association with the Company on the payout date. In event your employment ends with the organization, for any reason whatsoever – within 12 months, from the date of payout, you will be required to refund the amount in full to the organization.

Background check: For verification – you shall be required to submit valid government ID proof(s) to the Company, and that you consent to the Company to collect, use, and store the same for the purpose stated herein.

Separation and Notice Period: The Company reserves the right to terminate your training at any time during this training period in case of misconduct or such matter.

In event you wish to resign from the Company for any reason whatsoever, during first six months of Apprenticeship/training period you shall be required to serve a notice period of 30 days and during remaining six months, notice period shall be 90 days; from the date of your written resignation furnished to the Company, as applicable.

Miscellaneous:

During your Apprenticeship with the Company, you shall be governed by Broadridge policies and procedures.

The terms of this Letter are intended to be kept strictly confidential.

Once again, we express our unanimous excitement at the prospect of you joining our Company.

We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Ritu Rakhra
Head – Human Resources

Accepted

Rana Sen



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Raziq Shariff**,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



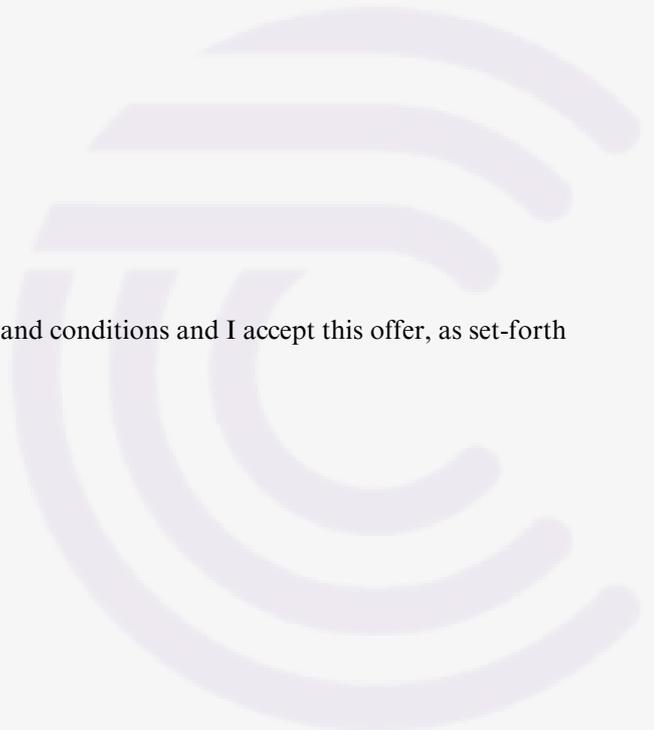
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



From,

Mr. Satish Kumar,
Director,
Avega Business Solutions Pvt. Ltd.,
#118, 1, 80 Feet Rd, 8th Cross,
HAL 2nd Stage, Indiranagar,
Bengaluru – 560008.

To,

Ms. Ria Bansal,

Dear Madam,

Subject: Offer of employment with Avega Business Solutions Pvt. Ltd.

We are pleased to offer you employment as **Accounts Executive** of Avega Business Solutions Private Limited. Your employment will be on the terms and conditions set forth herein together with those set out in the General Conditions of Employment.

1. **Date of Response:** You are required to positively accept or reject this offer in writing within 4 days of receiving this offer letter.
2. **Date of Commencement of Employment:** Your date of commencement of employment will be informed shortly.
3. **Role and responsibilities.** Your designation will be **Accounts Executive** You will for the time being, be in this role. However, your functions and roles shall be as determined or specified from time to time by the Company or any officer, employee or director thereof at the Company's sole and absolute discretion. Any position, designation or title given to you is merely descriptive and for the sake of convenience and shall play no role in defining or constricting or modifying your functions and roles. You shall perform and discharge your duties and functions in a faithful, competent, reasonable, diligent and professional manner. You shall implement all reasonable and lawful directions given to you by the Company. You shall keep the Company promptly informed of all material activities of the Company as soon as such

activities come to your notice, as also such other matters as the Company may from time to time specify.

4. **Location.** You will be required to report for employment for the first time at our office located at #118, 1, 80 Feet Rd, 8th Cross, HAL 2nd Stage, Indiranagar, Bengaluru – 560008. You will be required to exercise your employment on that premises or any other premises occupied or used by the Company at any time in the future. You may be required to exercise your employment from offices of the Company’s clients or associates. You may also be required to travel to places outside Bengaluru to exercise your employment there. You may also be permitted or required to work from home, although you will not be entitled to work from home as a matter of right. You may not, at your instance, work from outside Bengaluru except with the prior Written Consent of your Superior Officer.
5. **Leave.** You will be entitled to two (2) days of leave for every month of service which shall stand credited to you on the expiry of each such month. This would include sick leave, paternity leave, and all other kinds of leave except maternity leave.
6. **Probation.** You will be on probation for an initial period of three months from the date of employment. During the period of probation, the Notice Period will be fifteen Days. If you are not so relieved, and in the absence of any correspondence from the Company to the contrary within three Working Days of the end of the period of probation, your employment stands automatically confirmed. The Company may, at its absolute and sole discretion, confirm your employment, extend your period of probation, or terminate your employment at any time during or within three Working Days after the period of probation.
7. **Remuneration:** You will be remunerated as follows-

Particulars	Amount (p.a)	Amount (p.m)
Basic pay	1,20,000	10,000
HRA	48,000	4,000
PF Employer contribution	14,400	1,200
Other allowance	57,600	4,800
Total	2,40,000	20,000
Less: PF contribution (employer and employee)		(2,400)
Net Pay		17,600

Note: During the first 3 months of probation, you will be paid a stipend of Rs. 10,000.

8. **Background Checks.** You Consent to the Company conducting, at any time, such background or other checks as are necessary in its sole discretion to validate or otherwise inquire into your identity, the particulars of your education and work experience, your criminal background, and any other matter that affects your character or your ability to properly carry out your responsibilities. In this course, the Company has a right to require you to furnish such information or documents (including by way of confirmation of facts otherwise within the knowledge of the Company) as it thinks fit. Your failure or refusal to furnish such information will entitle the Company to either withdraw this offer or terminate your employment with neither notice nor compensation as the case may be.
9. **General Conditions of Employment.** The contents of this letter of offer do not represent the whole of the terms and conditions of your employment. Your acceptance of this offer amounts to your acceptance not just of the terms set out herein but also of those set out in the General Conditions of Employment, a copy of which has been sent to you along with this letter of offer. These General Conditions of Employment may be amended by the Company from time to time. You will be notified of such amendments. Your consent to such amendments may be communicated to the Company in the modes specified in the General Conditions. Your employment is thus on the terms set out in both these documents. To the extent that the terms of this letter are at variance with the General Conditions of Employment, this letter will prevail. Various terms used in this letter are defined in the General Conditions of Employment.
10. **Policies.** Your acceptance of this offer also amounts to your consenting to complying with the policies, procedures, handbooks and other regulations of the Company including those that govern the conduct of its business.
11. **Exclusivity obligations.** You recognise, acknowledge and accept that your employment with the Company will be a full-time employment. You further acknowledge and accept that you will not be permitted, during the period of your employment, to undertake any other employment, trade, business, calling or profession whatsoever without the prior Written Consent of the Company which may be granted, modified or withdrawn in whole or in part in the absolute sole discretion of the Company. Accordingly, you will not hold any other professional, executive, managerial or directorial positions or responsibilities in or in relation to any entity other than the Company without the prior Written Consent of the Company. You agree and undertake that any non-professional or non-business activities undertaken by you (such as trading in listed securities) shall not adversely affect your ability to devote time and attention to the business and affairs of the Company. You shall do your best to

promote the business and interests of the Company. You further agree to give a commitment of 3 years of employment with the company. In case you leave the company before the said period, the company shall not provide any experience certificate.

12. **Furnishing of information.** You are required to furnish the information and documents sought in the accompanying Employee Information Form as a precondition to employment. Your engagement by the Company as an employee is conditional upon your furnishing such information. The Company has a right to terminate you without Notice or pay in lieu of Notice if any such information or document is found at any time to be false, incomplete or otherwise deficient. You are required to inform the Company promptly of any changes to such information or documents and may be required by the Company at any time to declare such information to be current and correct.
13. **Other obligations.** You may be required to undertake other obligations and enter into other agreements on various subjects including but not limited to non-disclosure, intellectual property, etc. either generally, or on specific occasions or in specific circumstances.

Please sign in the space provided below to signify your acceptance of the terms of your employment as contained in this letter of offer and in the General Conditions of Employment.

For **AVEGA BUSINESS SOLUTIONS PVT. LTD.**



Satish Kumar,
Director.

Place: Bengaluru

Date: 10th April 2024

I hereby accept the offer made in its terms, and consent to the terms of my employment with Avega Business Solutions Pvt. Ltd. as contained in this letter of offer and in the General Conditions of Employment and set and subscribe my hand hereto in token thereof. I confirm that both these documents were made available to me, that I have read and understood them fully, and that I consent to them of my own free will.

Place: Bengaluru

Date: _____



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Ricky Martin**,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Ritu Ray**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



Date: 19-03-2024

Name : SAHIL
Institution : Indian Academy

Sub: Offer Letter for the Post of Operation Trainee

Dear SAHIL,

CONGRATULATIONS!!

This is with reference to your application and subsequent interviews and discussions with us, regarding a career opportunity at Café Coffee Day.

We are pleased to offer you the position of “**Operations Trainee**” in our organization on mutually agreed terms.

Your CTC (Cost to Company) will be **as per Annexure I**.

Your date of joining and place of reporting would be communicated subsequently. Your place of posting would be communicated to you during your joining.

You are required to submit the following documents on the date of joining. Wherever copies are specified, please also carry your originals for verification.

- Copy of education certificates
- Copy of permanent address proof
- Copy of PAN Card & AADHAR Card (Both Mandatory)
- 4 Passport size photographs
- Updated resume
- Medical certificate from a General Practitioner certifying that you are physically fit for employment

This offer is subject to a satisfactory verification of your previous academic and employment details as disclosed by you in your resume and the employment application form.

We look forward to your joining our team for a long and successful career. Kindly sign the copy of this letter as your acceptance and confirm the date of your joining.

Thanking you,

For Café Coffee Day,

A handwritten signature in black ink, appearing to be the name of an authorized signatory.

Authorized Signatory

NOTE: This information is confidential in nature and is shared only between you and the Human Resource Department of the organization. Violation of the same will result in stern disciplinary action including termination of employment.

ANNEXURE I

Details of Emoluments	Annual	Per Month
Basic + DA	1,80,000	15,000
Advance Against Stat. Bonus	14,994	1,250
House Rent Allowance	35,902	2,992
Other Allowance	-	-
Gross	2,30,896	19,241
Employer PF Contribution	21,600	1,800
Employer ESIC Contribution	7,504	625
Fixed CTC	2,60,000	21,666
Deductions		
Employee PF Contribution		1,800
Net Take Home*		17,441

- **Recovery Clause:** If you so desire to leave the organization before the completion of 2 years (from your DOJ) post your commitment, the Organization reserves the right to recover **INR 30000/-** (Rupees Thirty Thousand only) from your full and final settlement as liquidated damages to the Company which represents the loss suffered by the Company in providing you training, skill development and other employment related costs.
- **Provident Fund:** Employer's Contribution to provident fund of 12% of basic is included in your CTC. An employee contribution of 12% of basic would be deducted from your compensation towards Provident fund.
- **Gratuity** is payable upon Separation as per policy.
- Tax will be deducted on all income except reimbursements as per the applicable current income tax laws.
- **Training:** Product Training, Selling Skills Training, Customer Service Training and training you to be effective on the job is an integral part of the Management Trainee Program.

For Café Coffee Day,



Authorized Signatory

ACKNOWLEDGEMENT

I have read and understood the above terms and conditions and hereby signify my acceptance of the same.

Acceptance Signature:

Name :

Date :

Signature of Parent:

Name :

Date :

NOTE: This information is confidential in nature and is shared only between you and the Human Resource Department of the organization. Violation of the same will result in stern disciplinary action including termination of employment.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Sahil Khan j,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Sama Khan**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear **Saniya parveen**,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



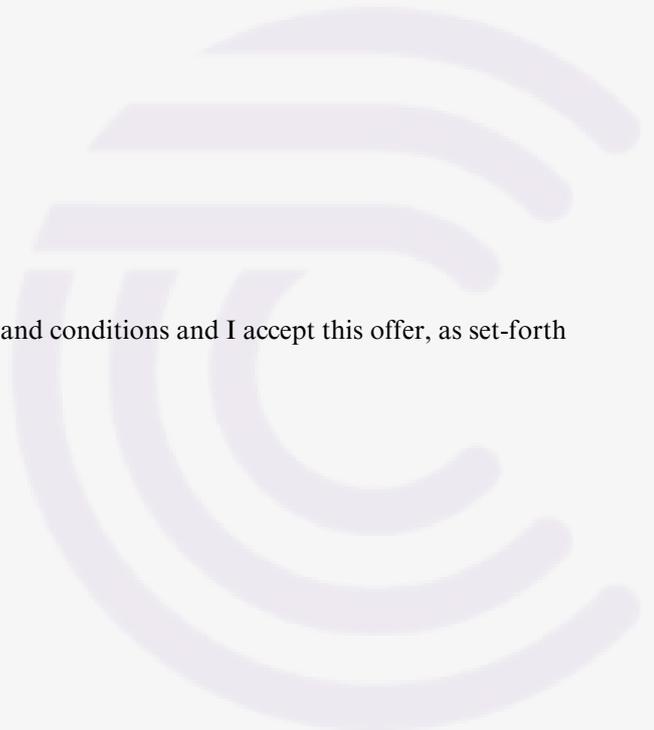
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Santhosh S,**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



Date: 22-March-2024

Dear Shiva singh,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714



Date: 22-March-2024

Dear Shiva singh,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Shreya Shree.S**

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



Date: 22-March-2024

Dear Sneha Ashok Rampur,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714



July 11, 2024

soumya Nagathan

1st main 8th cross rhb colony Mahadevpura Bangalore 48

Dear Soumya,

We, Alorica (India) Private Limited are impressed with your credentials and are happy to make an offer of employment as **Customer Experience Agent**. We believe you will be a valuable addition to the Company, and we wish you all the success.

Terms and Conditions:

1. Your total Cost to Company will be CTC of 268001 - (Two Lakh Sixty Eight Thousand Rupees Only) per annum and will be subject to deduction of tax at source as per statutory regulations and applicable laws. The detailed break-up of your compensation, perquisites and benefits will be furnished to you in the appointment letter issued on the day of joining.
2. You are required to join on Friday, July 12, 2024 and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.
3. You are requested to report at 9AM Friday, July 12, 2024 to complete the joining formalities at the address mentioned below:

Office Address: Alorica (India) Private Limited, Pritech Park SEZ Block12, Bellandur Village, INDIA.

4. At the time of joining, you are requested to submit the copies of the following documents:
 - Application for Employment
 - Non-Disclosure Agreement
 - Copy of Educational Certificates (10, 10+2, Graduation, Post-Graduation, Course Certifications, if applicable)
 - Pay Slip for the last 3 months of your employment from the previous employer
 - Service and Relieving letters from all previous employers
 - Proof of identity: Copy of Passport, Driving License, Voter ID Card or PAN Card (anyone).
 - Copy of Full Aadhaar.
 - 6 passport size photographs (With White Background).
 - Other new hire paperwork as required by the Company

Please note that the Company reserves the right to withdraw the offer made to you, before your acceptance of the same, without providing any reasons to you.

Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner and return to the under signed within 24 hours of receipt of the offer, as a token of your acceptance and mentioning the date of your joining the Company. You will be issued a detailed Appointment Letter with terms & conditions on the day of joining.

We welcome you to the Company and look forward to a long and mutually beneficial association.

Sincerely,

For Alorica (India) Private Limited

**Annexure 2
Salary on CTC basis**

Description	Per Month	Per Annum
Fixed Salary (A)		
Basic	10,844	130,128
House Rent Allowance (50% of Basic)	5,422	65,064
Special Allowance	402	4,818
Gross Pay (A)	16,668	200,010
Retirals (B)		
PF Contribution by Employer	1,350	16,194
ESIC (@3.25% of Gross Pay)	542	6,500
Gratuity (4.81% of Basic)	522	6,259
Sub Total - Retirals	2,414	28,953
Benefits (C)		
Statutory Bonus	3,253	39,038
Sub Total - Benefits	3,253	39,038
Total CTC (A+B+C)	22,335	268,001
Variable Pay (D)		
Night Shift Allowance	4,000	48,000
Performance Incentive (up to 10%)	1,667	20,001
Sub-Total Variable Pay (D)	5,667	68,001
Total Earning Potential (A+B+C+D)	28,002	336,002

Note:

***ex-Gratia Bonus** or Advance Statutory Bonus will be paid in accordance with "The Payment Bonus Act 1965"

****Variable Pay** such as Travel and Night Shift Allowance shall be paid in accordance with our Company Policies. The management reserves the right to modify/ amend/ withdraw/ continue with the plans at its discretion. Performance Linked Incentives is subject to individual performance and shall be paid contingent to employee being active in the system at the time / date of payout - monthly/quarterly/annually as defined in the program subject to your meeting the

criteria set for specific process where you have been deployed for that period.

Additional Benefits:

Hospitalization, Life Insurance, Accident Coverage and Wellness benefits as per applicable Company Policies.

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Surya Lakshmi**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



Date: 22-March-2024

Dear Surya Lakshmi,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714



Date: 22-March-2024

Dear Surya Lakshmi,

It is a pleasure to appoint you as a Trainee with **BlueStone Jewellery and Lifestyle Pvt. Ltd.** The exact project details will be communicated to you at the time of joining.

Date of Joining : 28- March -2024

Duration : 2 Months

Location : Bangalore

Stipend : 10000.00/- Per Month

By accepting this offer, you agree that throughout your training period, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment.

For BlueStone Jewellery And Lifestyle Private Limited



Ashish Bansal

Vice President - Human Resource

I accept the offer with BlueStone Jewellery and Lifestyle Pvt. Ltd. on the terms and conditions set out in this letter.

BLUESTONE

BlueStone Jewellery and Lifestyle Pvt. Ltd.

Site No. 89/2 Lava Kusha Arcade, Munnekolal Village, Outer Ring Road, Marathahalli, Bangalore - 560037
+91 80 6704 1564 statutorycompliance@bluestone.com www.bluestone.com CIN: U72900KA2011PTC059678
Mumbai Office.: 302, Dhantak Plaza, Makwana Road, Marol, Andheri East, Mumbai - 400 059, Maharashtra. +91 22 4039 7714



Date: 10-July-2024

EXPRESSION OF INTEREST

To,

Sushmitha HS

Dear Candidate,

We (iPRIMED) are reaching out to you about your application for a potential role with our client (Accenture Solution Private Limited). We wanted to share some important information on the hiring process that we will follow:

- You will go through our review process.
- You will participate in 3-4 weeks of training with us.
- Post the training; you will be assessed with client interviews and assessments.

Please note:

- Training and assessments are part of the evaluation process. If you meet all the expectations of the role and clear these rounds, the position will be offered.
- All documents submitted by you are verified by the client. Receiving the offer letter is contingent on the background check being cleared.
- You have agreed to attend this training voluntarily and our client is not liable for any issues/claims related to your decision to take the training.

Feel free to reach out to us in case you have any queries!

Please let us know if you have any queries in this regard.

Thanks

Best Regards

Nikhil Kumar



iPRIMED
Authorized Signatory

CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

This Confidentiality and Non-Disclosure agreement (“**Agreement**”) is made and entered into as on the Effective Date -----
(**mention the date**) by and between (iPRIMED Educational Solutions Private Limited), a corporation with its offices in India and its related
trainee----- (Name as per **Aadhar card**) , aged about -----**[Age]** years, holding PAN -----**[PAN]** and
presently residing at -----**[Address]** (“**Trainee**”).

(Both Disclosing Party and Receiving Party are hereinafter collectively referred to as the “Parties” and individually each as a “Party”.)

WHEREAS:

1. The Company is issuing this Letter of Expression of Interest (“**EOI**”) to the Trainee pursuant to the Trainee’s selection as ‘Employee’ at Accenture Solution Private Limited, which training shall be rendered by iPRIMED Education Solutions Private Limited (“**iPRIMED**”)
2. As a trainee, you will have access to “Accenture solution private limited” confidential information. You may be required to sign a Non-Disclosure Agreement at the beginning of Training Period or thereafter.
3. As a trainee, you agree that all intellectual property of the Company, including without limitation the training material shared by iPRIMED during the Training Period, the Company’s name/ logo, the EOI, IPRIMED training sessions, Training materials, Practice assessments, training delivery medium and pedagogy, received or witnessed by Trainee, during the Training Period (“**Intellectual Property**”) is the exclusive property of the Company and shall be covered under the scope and ambit of Confidential Information.
4. iPRIMED may have the right to evaluate your performance and manage/supervise you during the Training Period, subject to necessary approvals from **Accenture Solution Private Limited**.
5. During the Training Period, you shall abide by reasonable instructions of **Accenture Solution Private Limited** and/or iPRIMED personnel.
6. This letter is **not an offer of employment** and you are not entitled to claim employment with **Accenture Solution Private Limited** and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. **Accenture Solution Private Limited** shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

IN WITNESS WHEREOF the Parties hereto have caused these presents to be executed on the Effective Date.

Effective Date. | _____ |.



iPRIMED Educational Solutions Private Limited

Nikhil Kumar



By:

Title:

Service Delivery Manager / HR

Date: 27- May- 2024

TRAINEE

Signature : _____

Printed Name : _____

Date (DD/MM/YYYY): _____



July 11, 2024

Sushmitha HS

2nd cross Jayaram Reddy layout Ayyappa temple road Byrathi 77

Dear Sushmitha,

We, Alorica (India) Private Limited are impressed with your credentials and are happy to make an offer of employment as **Customer Experience Agent**, We believe you will be a valuable addition to the Company, and we wish you all the success.

Terms and Conditions:

1. Your total Cost to Company will be CTC of 268001 - (Two Lakh Sixty Eight Thousand One Rupees Only) per annum and will be subject to deduction of tax at source as per statutory regulations and applicable laws. The detailed break-up of your compensation, perquisites and benefits will be furnished to you in the appointment letter issued on the day of joining.
2. You are required to join on Friday, July 12, 2024 and the offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing.
3. You are requested to report at 9AM Friday, July 12, 2024 to complete the joining formalities at the address mentioned below:

Office Address: Alorica (India) Private Limited, Pritech Park SEZ Block12, Bellandur Village, INDIA.

4. At the time of joining, you are requested to submit the copies of the following documents:
 - Application for Employment
 - Non-Disclosure Agreement
 - Copy of Educational Certificates (10, 10+2, Graduation, Post-Graduation, Course Certifications, if applicable)
 - Pay Slip for the last 3 months of your employment from the previous employer
 - Service and Relieving letters from all previous employers
 - Proof of identity: Copy of Passport, Driving License, Voter ID Card or PAN Card (anyone).
 - Copy of Full Aadhaar.
 - 6 passport size photographs (With White Background).
 - Other new hire paperwork as required by the Company

Please note that the Company reserves the right to withdraw the offer made to you, before your

acceptance of the same, without providing any reasons to you.

Please sign the duplicate copy of the offer on all sheets at the bottom on the right corner and return to the under signed within 24 hours of receipt of the offer, as a token of your acceptance and mentioning the date of your joining the Company. You will be issued a detailed Appointment Letter with terms & conditions on the day of joining.

We welcome you to the Company and look forward to a long and mutually beneficial association.

Sincerely,

For Alorica (India) Private Limited

**Annexure 2
Salary on CTC basis**

Description	Per Month	Per Annum
Fixed Salary (A)		
Basic	10,844	130,128
House Rent Allowance (50% of Basic)	5,422	65,064
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Note:

***ex-Gratia Bonus** or Advance Statutory Bonus will be paid in accordance with "The Payment Bonus Act 1965"

****Variable Pay** such as Travel and Night Shift Allowance shall be paid in accordance with our Company Policies. The management reserves the right to modify/ amend/ withdraw/ continue with the plans at its discretion. Performance Linked Incentives is subject to individual performance and shall be paid contingent to employee being active in the

system at the time / date of payout - monthly/quarterly/annually as defined in the program subject to your meeting the criteria set for specific process where you have been deployed for that period.

Additional Benefits:

Hospitalization, Life Insurance, Accident Coverage and Wellness benefits as per applicable Company Policies.

Nextspeed Technologies Private Limited
Office: #201, Swipe Park View, Telecom Nagar,
Gachibowli, Hyderabad 500032
Phone: +91 8977533550, 8977533551
Website: <https://getswipe.in> Email: team@getswipe.in

swipe

Place: Hyderabad

Date: May 15th 2024

Dear Lakshmi Kumari

Subject: Offer of Employment

Congratulations!

We are delighted to make you an offer for the position of '*Business Development Associate*' at Swipe (representative of NextSpeed Technologies Pvt. Ltd. hereon) on the following terms and conditions.

Start Date and Salary

Your place of joining and start date will be indicated to you subsequently through email. You will be under probation for a period of 3 months from the date of joining. More information regarding this will be shared with you in due course. Your salary is payable in accordance with the Company's standard payroll practice and is subject to applicable withholding taxes. Because your position is exempt from overtime pay, your salary will compensate you for all hours worked. However, you are eligible for applicable performance bonuses and hikes. The breakup of salary is as shown below.

(Amount in INR)

1	Basic Salary	23,000.00
2	HRA	7000.00
3	Medical Reimbursement	3000.00
4	Conveyance	1000.00
5	Special Allowance	1000.00
6	Monthly Gross Salary (Total of 1 to 5 Above)	35000.00
7	*Incentives (Performance Based) Paid Monthly	75,000.00
8	*Health Insurance Sum Insured 5L (Employee + family)	45,000.00
9	Annual Gross Salary (CTC) - 12*(6)+(7)+(8)	5,40,000.00

Note:

The incentive structure will be designed/ notified after the probation period. Health Insurance will be provided post-completion of a 3-month probation period.

Nextspeed Technologies Private Limited

Office: #201, Swipe Park View, Telecom Nagar,
Gachibowli, Hyderabad 500032
Phone: +91 8977533550, 8977533551
Website: <https://getswipe.in> Email: team@getswipe.in

swipe

Probation period

Your **probation period** of three months will start from the date of your **joining** during which you will undergo training. However, this **period** can be cut short or extended based on your performance at the discretion of the management.

Force Majeure

While we take great care to provide stable and rewarding employment, we acknowledge that unforeseen events beyond our control may impact our ability to uphold the original terms. In such rare circumstances, we reserve the right, in our sole discretion, to make reasonable adjustments to salary or payment, provided it becomes necessary due to factors like civil disobedience, government orders or restrictions, strikes, natural disasters, or other extraordinary situations seriously affecting our business and financial health.

Please rest assured that any changes will be made with careful consideration and only after exploring alternative measures to maintain the best possible conditions for our valued employees. We will endeavor to provide reasonable notice and transparent communication during such situations.

Our commitment to our employees remains a top priority, and we will work diligently to overcome challenges and ensure a supportive work environment."

Background checks

The Company may, at its discretion, conduct background checks prior to or after your scheduled date of joining. You expressly consent to the Company conducting such background checks. The Company, at its discretion, may request further validation of the details provided by you. If the outcome of the background check is found to be unsatisfactory, we reserve the right, in our sole discretion, to withdraw this offer without notice nor compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Employment Contract & Termination

The employment contract is valid up to the point of termination of employment. Your employment may be terminated at any time by you with 60 days prior written notice to the Company or by the Company with or without cause. Any statements to the contrary that may have been or will be made to you, by the Company, its agents, or representatives are superseded by this offer letter.

Confidentiality, Noncompetition, and Invention Assignment Agreement

As a condition of your employment, you must sign the Confidentiality, Noncompetition, and Invention Assignment Agreement (the "Agreement"). You should know that the agreement will significantly restrict your future flexibility in many ways. For example, you will be unable to seek or accept certain employment opportunities for a period of one (1) year after you leave the Company. Please review the agreement carefully and, if appropriate, have your

Nextspeed Technologies Private Limited
Office: #201, Swipe Park View, Telecom Nagar,
Gachibowli, Hyderabad 500032
Phone: +91 8977533550, 8977533551
Website: <https://getswipe.in> Email: team@getswipe.in

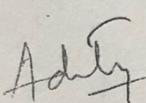
swipe

attorney review it as well.

Additional Provisions

Upon acceptance, the terms described in this letter will be the terms of your employment, and this letter supersedes any previous discussions or offers. Any additions to or modifications of these terms must be in writing and signed by you and an authorized signatory of the Company.

If you wish to accept employment with the Company, please indicate so by signing this letter and the Agreement. Please send us the signed original or scanned copy of the same. You will need to sign another set of these documents at the time of joining. **This offer and all terms of employment stated in this letter will expire at 3:00 PM Indian Standard Time on May 16th, 2024.** We are very excited about the possibility of you joining us. I hope that you will accept this offer and look forward to a productive and mutually beneficial working relationship. Please let me know if I can answer any questions for you about any of the matters outlined in this letter.




Yours sincerely,
Aditya Vemuganti
CEO | Swipe

Acceptance

I accept employment with Swipe under the terms set forth in this letter.

Date: 16/05/2024

Candidate's Signature: *Rakshmi Kumari*

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Syed afaq**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.



+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear Syed Safiulla,

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

To confirm your acceptance to the offer, you are required to:

- Respond via email to radhika@corizo.in to communicate acceptance of the offer.
- Please note, if you do not send your acceptance to the email ID mentioned above within two (2) days of receipt of the offer, the offer will stand withdrawn.

Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

Further, on the Joining Date, please bring

- (i) the original and one (1) photocopy of this offer letter duly signed and dated by you,
- (ii) four (4) self-photographs of passport size (with white background),
- (iii) Graduation certificate- 12th/10th standard or equivalent examination marksheets.
- (iii) one (1) set of photocopies of the following documents:
 - Education degree certificate. Photocopies should include both front and back side of the certificate.
 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



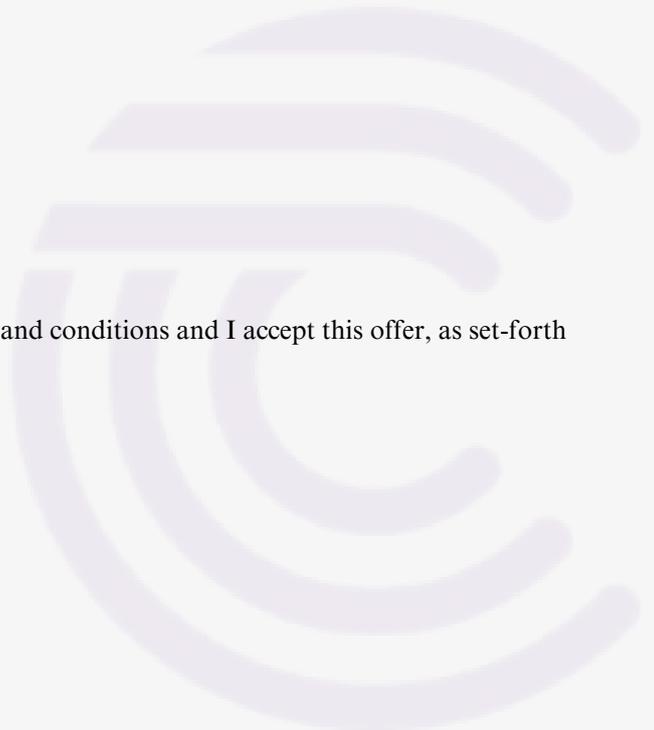
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :





+91 90358 53271

lisha.hr@corizo.co.in

 <https://corizo.in> Bengaluru,

 Karnataka 560068

6th June, 2024

PROBATION OFFER LETTER

Dear Syed saqeeb

Congratulations! We are pleased to offer you to join **Corizo Edutech**, Bangalore. It was great to interact and exchange thoughts on how to make this relationship win: win.

Please go through the below details and let us know if you have any queries and/or acknowledge your agreement to the same.

Please find the details of your joining below:

1. **Date of Joining:** 02-07-2024

2. **Designation:** Business Development Associate

3. **Location:** 3rd floor, VMF2+7FJ Classic Arena, Hosur Rd, AECS Layout - A Block, Singasandra, Bengaluru, Karnataka 560068.

4. **Compensation Offered:** Fixed CTC - INR 4,00,000 and variable of 2,50,000 LPA.

Probation :

1. You will be under probation for a period of 90 days (3 months) from the date of joining and will be confirmed after a review of your performance during the probationary period.
2. During the period of probation your monthly CTC will be INR 15,000 and variable of INR 10,000.

Period of Service: The minimum period of service is three (3) months from the date of enforcement of this offer letter. The minimum period of service is not negotiable. The first ten days will be on job training which will be unpaid. Your full-time employment will be subjected to your performance during your 3 months of probation period which may result into confirmation or termination of your employment.

Benefits :

You are eligible for Annual Leave as per the company Leave Policy post your probation.

Notice Period : In case of resignation, a notice of 10 days shall be served, failure of which will lead to non-payment of dues and legal repercussions.

Acceptance and Commencement :

Your appointment will be effective on your Joining Date. If you do not confirm your acceptance per the directions listed below or we are unable to set an alternative date, this offer will be withdrawn.

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Your employment will be contingent upon you executing an Employee Non-disclosure Agreement with the Company on the Joining Date.

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 - Relieving letter or resignation acceptance letter from your most recent employer, including employee number, where applicable.
 - Proof of identity – being your passport, driving license, voter’s identification card or aadhaar card.
 - PAN Card.

The Company has adopted a BYOD framework so you are required to arrange your own device (laptop / desktop) to carry out the duties on the job.

The offer under this letter is conditional upon satisfactory completion of a preemployment screening process by the Company, which includes, but is not limited to, verification of your application materials, education and employment history, references which are satisfactory to the Company from your previous employer(s) etc. If, after you have started work, the Company is informed that you have not (in our sole discretion) satisfactorily completed pre-employment screening, or if it is found at any time during your employment with the Company that any information furnished by you is incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services with immediate effect.

To indicate your acceptance, please mail the signed and scanned soft copy of the offer letter and the documents as mentioned below to <radhika@corizo.co.in> within 2 working days from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of Corizo Edutech if we do not receive your acceptance as per the mentioned timeline.

From Corizo Edutech Pvt.Ltd,



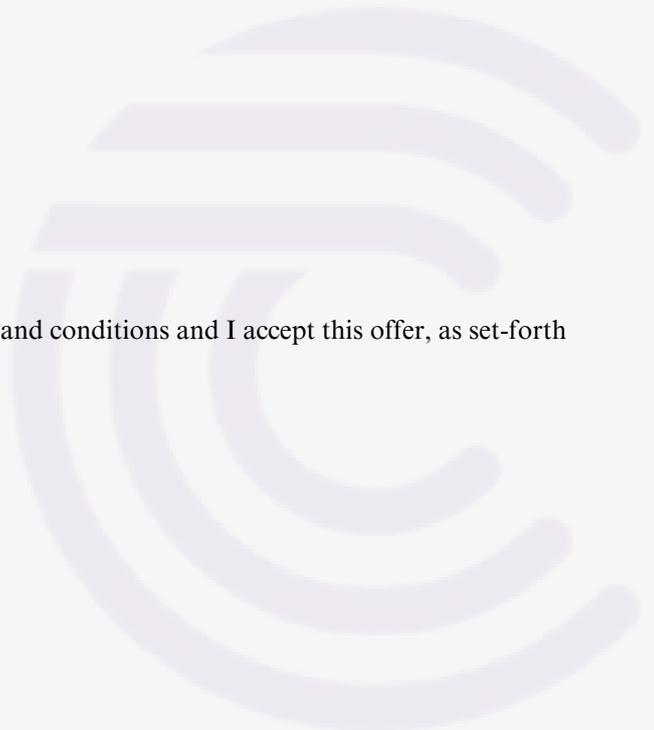
SUDAKSHINA DEBORAH MOSES
HR MANAGER

Acceptance of the candidate: I have read and understood the above terms and conditions and I accept this offer, as set-forth above with Corizo Edutech.

Name :

Date :

Signature :



Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Syed Saqeeb**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.

Fwd: Welcome to TCS Xplore!

1 message

Keerthana Jm <keerthanajm02@gmail.com>
To: premkumar@indianacademy.edu.in

Wed, Aug 7, 2024 at 10:37 AM

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

From: xplore.support@tcsion.com <xplore.support@tcsion.com>
Date: Tue, Jul 23, 2024, 1:46 PM
Subject: Welcome to TCS Xplore!
To: <keerthanajm02@gmail.com>

Dear Keerthana M,

Welcome to TCS family!

Congratulations! We're incredibly excited to have you onboard TCS. This is your chance to be a part of a family that strongly believes that people are our greatest asset. Here we have for you a specially curated training program, a beautiful world class campus, a rich extracurricular life, and countless opportunities for growth. Make sure that you make use of these gifts.

You are not just an Engineer for us, you are a solution giver!

Get started with the TCS Xplore program and know us better even before you join!

Embark on an exciting journey with "Xplore" the TCS pre-joining Learning programme - 120 Hours of learning| AsCEnD-Digital Skilling/Coding Challenges | Access to TCS Expert connects| Business Unit engagements, hackathons, and quizzes| Gamified Learning | Xplore points, badges, and certificates. You can stay ahead of the curve with latest tech competencies.

Note: Acceptance of TCS Offer Letter in Next Step portal is mandatory for accessing Xplore Learning Programs.

All the Best for your career with TCS!

Regards,

TCS Talent Development Team

Placement Cell

INDIAN ACADEMY
Group of Institutions

Sub - Offer Letter for Summer Internship.

14th Mar 2024

Dear **Tejaswini**,

We are pleased to offer a Summer Internship opportunity to you at Woxen Digital in the **Sales & Digital Marketing Department**. The internship shall commence on **1st April 2024 for a duration of 2 months**. The project and responsibilities during the term will be determined by the supervisor assigned for the duration of the internship.

Mode of Summer Internship :- Online.

Designation :- Sales & Digital Marketing Intern.

Stipend: Up to Rs. 20,000/Month & more.

PPO for the eligible candidate only.

We look forward to having you on our team.

Arshita Singh

Arshita Singh

HR Manager,

Woxen Digital Pvt. Ltd.