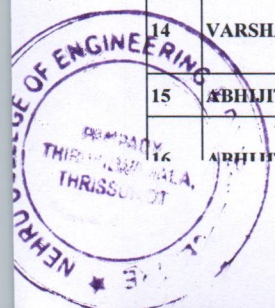




NCERC PLACEMENT STATUS 2021-2022
NEHRU COLLEGE OF ENGINEERING AND RESEARCH CENTRE
(NAAC Accredited with A grade)
(Approved by AICTE, Affiliated to APJ Abdul Kalam Technological
University, Kerala)

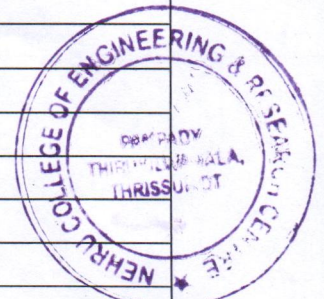


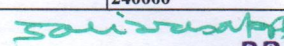
	Student Name	Company Placed	Department	Company Address	Salary per annum
1	K. PRAVEENA	ATOS GLOBAL	CSE	Bengaluru, Karnataka - 080669 01	300000
		CHEGG INDIA	CSE	Visakhapatnam, Andhra Pradesh	300000
		MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
		VVDN	CSE	Kakkanadu, Cochin	400000
		UST GLOBAL	CSE	Technopark Trivandrum	400000
2	MALAVIKA V	CAPGEMINI	CSE	Bengaluru, Karnataka	400000
		IBS	CSE	Technopark Trivandrum	400000
		ZENSAR TECHNOLOGIES	CSE	PSN cresant upfield, Banagalore	360000
3	SREELAKSHMI A	ERNST & YOUNG	CSE	Kakkanadu, Cochin	400000
		MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
		QUEST GLOBAL	CSE	Technopark Trivandrum	400000
		VIRTUSA	CSE	Technopark Trivandrum	400000
4	ARATHI CHANDRA	ASPIRE SYSTEMS	CSE	Kakkanadu, Cochin	360000
		MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
		TCS	CSE	Kakkanadu, Cochin	380000
5	RANJITH R	ATOS GLOBAL	CSE	Bengaluru, Karnataka	300000
		CAPGEMINI	CSE	Bengaluru, Karnataka	400000
		INFOSYS	CSE	Technopark Trivandrum	380000
6	AKSHAYA S	TCS	CSE	Kakkanadu, Cochin	380000
		INFOSYS	CSE	Technopark Trivandrum	380000
7	ARYA R	CSS CORP	CSE	North Boag Road, T Nagar Chennai	300000
		MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
8	DURGA RAGHU K	SIX PHRASE	CSE	Avinasho Road, Coimbatore	300000
		CHEGG INDIA	CSE	Visakhapatnam, Andhra Pradesh	300000
9	GOPIKA R	MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
		INFOSYS	CSE	Technopark Trivandrum	380000
10	SANDRA N P	ATOS GLOBAL	CSE	Bengaluru, Karnataka	300000
		UST GLOBAL	CSE	Technopark Trivandrum	400000
		INFOSYS	CSE	Technopark Trivandrum	380000
11	SHYBI VARGHESE	CAPGEMINI	CSE	Bengaluru, Karnataka	400000
		SIX PHRASE	CSE	Avinashi Road, Coimbatore	300000
12	SNEHA S	INFOSYS	CSE	Technopark Trivandrum	380000
		TCS	CSE	Kakkanadu, Cochin	380000
13	SREERAM K	CHEGG INDIA	CSE	Visakhapatnam, Andhra Pradesh	300000
		SIX PHRASE	CSE	Avinashi Road, Coimbatore	300000
14	VARSHA P K	ATOS GLOBAL	CSE	Bengaluru, Karnataka	300000
		VVDN	CSE	Kakkanadu, Cochin	400000
15	ABHIJITH K P	RAMCO SYSTEMS	CSE	Madurai, TN	360000
		PAYTM	CSE	Coimbatore, TN	300000



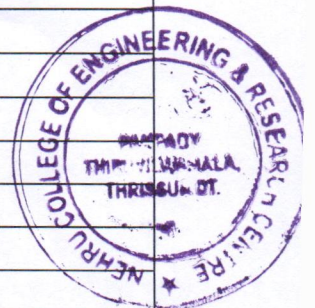
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PRINCIPAL
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		RAMCO SYSTEMS	CSE	Madurai, TN	360000
17	ABHINAV C	RAMCO SYSTEMS	CSE	Madurai, TN	360000
18	AISWARYA GOPIN	TCS	CSE	Kakkanadu, Cochin	380000
19	AJAY K S	INFOSYS	CSE	Technopark Trivandrum	380000
20	AJITH KUMAR R	INFOSYS	CSE	Technopark Trivandrum	380000
		TCS	CSE	Kakkanadu, Cochin	380000
21	AKSHAY M	PAYTM	CSE	Coimbatore, TN	300000
		INFOSYS	CSE	Technopark Trivandrum	380000
22	ANJALI E	CHEGG INDIA	CSE	Visakhapatnam, Andhra Pradesh	300000
23	ASWATHI CHANDR	CHEGG INDIA	CSE	Visakhapatnam, Andhra Pradesh	300000
24	ATHIRA CHANDRA	UST GLOBAL	CSE	Technopark Trivandrum	400000
		ATOS GLOBAL	CSE	Bengaluru, Karnataka	300000
25	JISNI JOHNSON P	RAMCO SYSTEMS	CSE	Madurai, TN	360000
26	MONISHA G NAIR	CSS CORP	CSE	North Boag Road, T Nagar Chennai	300000
27	NAVANEETH P	TCS	CSE	Kakkanadu, Cochin	380000
28	NITHYA P	CAPGEMINI	CSE	Bengaluru, Karnataka	400000
		ATOS GLOBAL	CSE	Bengaluru, Karnataka	300000
29	R ANUSWARIA	SIX PHRASE	CSE	Avinashi Road, Coimbatore	300000
30	SIVASANKARI	MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
31	SNEHA V	MAVEN CONNECT	CSE	Bengaluru, Karnataka	300000
32	SREEDEVI C	NTT DATA	CSE	CHIL SEZ, Coimbatore	360000
		QUALITEST	CSE	Futura Tech Park, 334, Rajiv Gandhi Salai, C	360000
		VVDN	CSE	Kakkanadu, Cochin	400000
33	THRISHAL G	CAPGEMINI	CSE	Bengaluru, Karnataka	400000
		TCS	CSE	Kakkanadu, Cochin	380000
34	VARGHESE P G	INFOSYS	CSE	Technopark Trivandrum	380000
35	VIJITHRA R	SIX PHRASE	CSE	Avinashi Road, Coimbatore	300000
36	VISHNU M R	CSS CORP	CSE	North Boag Road, T Nagar Chennai	300000
		COURSE 5 INTELLIGENCE	CSE	Banagalore, Karnataka	300000
37	VISHNUPRIYA R	CHEGG INDIA	CSE	Visakhapatnam, Andhra Pradesh	300000
38	MANASA K S	INFOSYS	CSE	Technopark Trivandrum	380000
		TCS	CSE	Kakkanadu, Cochin	380000
39	SULFI A	SIX PHRASE	CSE	Avinashi Road, Coimbatore	300000
40	SWETHARAJ P	SIX PHRASE	CSE	Avinashi Road, Coimbatore	300000
41	VINAY KRISHNA K M	PAYTM	CSE	Coimbatore, TN	300000
42	SANAL SALDEEN S	PAYTM	CSE	Coimbatore, TN	300000
43	MOHAMED YASEEN I	PAYTM	CSE	Coimbatore, TN	300000
44	MAJEED I	PAYTM	CSE	Coimbatore, TN	300000
45	THEJUS K J	PAYTM	CSE	Coimbatore, TN	300000
46	VIPIN C B	IMAGE INFO SYSTEMS	CSE	Hansraj Seth Marg, Pune	400000
47	AISWARYA V NAIR	CAPGEMINI	CSE-47 ST	Bengaluru, Karnataka	400000
1	AADITH SIMON	ESAF	MBA	Sahaodaran Ayyapan road, Cochin	300000
		FINCOVER	MBA	Saligramam, Chennai	240000
		BIZPOLE	MBA	MG Road, Cochin	240000




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		NEXUS INDIA	MBA	Coimbatore, TN	300000
2	ANEESA K A	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
		ESAF	MBA	Sahaodaran Ayyapan road, Cochin	300000
		FINCOVER	MBA	Saligramam, Chennai	240000
3	HRIDYA HARI	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
		BIZPOLE	MBA	MG Road, Cochin	240000
		ESAF	MBA	Sahaodaran Ayyapan road, Cochin	300000
		FINCOVER	MBA	Saligramam, Chennai	240000
4	PRAJITHA K NAIR	ESAF	MBA	Sahaodaran Ayyapan road, Cochin	300000
		NEW AGESYS SOLUTIONS	MBA	Carnival, Info park, Cochin	360000
		JARO EDUCATION	MBA	Elipura main Road, Bangalore	600000
		HDFC	MBA	MG Road, Cochin	300000
		BIZPOLE	MBA	MG Road, Cochin	240000
		INFOX TECHNOLOGIES	MBA	Carnival, Info park, Cochin	300000
5	AKSHAYA K	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
		FINCOVER	MBA	Saligramam, Chennai	240000
6	HARISHMA K G	ESAF	MBA	Sahaodaran Ayyapan road, Cochin	300000
		FINCOVER	MBA	Saligramam, Chennai	240000
7	MINI R	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
		RELIANCE RETAIL	MBA	Cochin, Kerala	240000
		FINCOVER	MBA	Saligramam, Chennai	240000
8	ABDUL BASITH C. S	BIZPOLE	MBA	MG Road, Cochin	240000
		FINCOVER	MBA	Saligramam, Chennai	240000
9	ABHIJITH. A. B	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
		BIZPOLE	MBA	MG Road, Cochin	240000
10	ABHISHEK . V	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
11	AKHILA V RAJAN	FINCOVER	MBA	Saligramam, Chennai	240000
12	ANASWARA P	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
13	ANJALI P	FINCOVER	MBA	Saligramam, Chennai	240000
14	ANJU T	FINCOVER	MBA	Saligramam, Chennai	240000
15	ARYA M S	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
		FINCOVER	MBA	Saligramam, Chennai	240000
16	AYSHA ANSHIDA	FINCOVER	MBA	Saligramam, Chennai	240000
17	DIVYA P A	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
18	GREESHMA K	BIZPOLE	MBA	MG Road, Cochin	240000
		CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
19	HARITHA H	BIZPOLE	MBA	MG Road, Cochin	240000
		FINCOVER	MBA	Saligramam, Chennai	240000
20	JOFFY JOSE	FINCOVER	MBA	Saligramam, Chennai	240000
21	K. SUBHALAKSHM	HDFC	MBA	Cochin, Kerala	300000
		FINCOVER	MBA	Saligramam, Chennai	240000
22	KAVYA UNNIKRIS	BIZPOLE	MBA	Saligramam, Chennai	240000
		HDFC	MBA	Cochin, Kerala	360000
		FINCOVER	MBA	Saligramam, Chennai	240000



Sainivasan

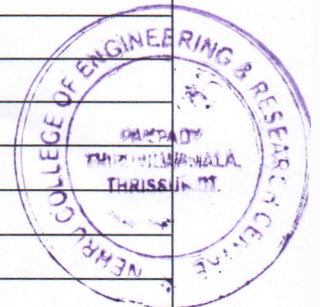
PRINCIPAL

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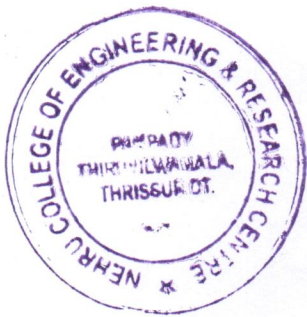
23	KAVYA K	FINCOVER	MBA	Saligramam, Chennai	240000
24	NANDANA K P	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
25	NIKHILA BINU MO	NEW AGESYS SOLUTIONS	MBA	Carnival, Info park, Cochin	360000
		FINCOVER	MBA	Saligramam, Chennai	240000
26	P MEGHA ANAND	NEW AGESYS SOLUTIONS	MBA	Carnival, Info park, Cochin	360000
		CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
27	PAVITHRAN T	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
28	ROHAN PARDESHI	FINCOVER	MBA	Saligramam, Chennai	240000
29	SHERIN JOSE	FINCOVER	MBA	Saligramam, Chennai	240000
30	SNEHA SABU	BIZPOLE	MBA	MG Road, Cochin	240000
		RELIANCE RETAIL	MBA	Cochin, Kerala	240000
		CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
31	VARSHA S K	FINCOVER	MBA	Saligramam, Chennai	240000
32	SHANA	HDFC	MBA	Cochin, Kerala	360000
		BIZPOLE	MBA	MG Road, Cochin	240000
33	SHEJEEB	CATHOLIC SYRIAN BANK	MBA	Thrissur Kerala	360000
34	JYOTHI M S	BIZPOLE	MBA	MG Road, Cochin	240000
35	DHWANI	HDFC	MBA	Cochin, Kerala	360000
		BIZPOLE	MBA 35 ST	MG Road, Cochin	240000
1	HAREESH K	HEXAWARE TECHNOLOG	MCA	Technopark Trivandrum	360000
		ACCENTURE	MCA	Banagalore, Karnataka	400000
2	VINAYA K C	TCS	MCA	Infopark, Cchin	380000
		SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
3	AISWARYA. K. R	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
4	ANAGA V G	PACKAPEER ACADEMY	MCA	Infopark, Cchin	300000
5	ANSHIDHA. K. K	BROTOTYPE	MCA	Infopark, Cchin	300000
6	APARNA P	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
7	ARSHA	TCS	MCA	Infopark, Cchin	380000
8	ASWIN KUMAR V N	TCS	MCA	Infopark, Cchin	380000
9	DEVIKA K S	PACKAPEER ACADEMY	MCA	Infopark, Cchin	300000
10	DHIVEG D	TCS	MCA	Infopark, Cchin	380000
11	DIVYA M V	TCS	MCA	Infopark, Cchin	380000
12	HARITHA K P	BROTOTYPE	MCA	Infopark, Cchin	300000
13	HARYA P H	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
14	LINCY JOHN	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
15	MERIN J DOMINIC	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
16	NIMMI R	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
17	R. SHRIRAM	SANKEY SOLUTIONS	MCA	Chennai, TN	360000
18	REKHA K	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
19	SHAINI MOL V S	SIX PHRASE	MCA	Avinashi Road, Coimbatore	300000
20	SINIJA P S	TCS	MCA	Infopark, Cchin	380000
21	SREELAKSHMI V	SRI MOOKAMBIKA INFO S	MCA	Chennai, TN	360000
22	SREERAJ C S	ASPIRE SYSTEMS	MCA	Kakkanadu, Cochin	360000
23		SRI MOOKAMBIKA INFO S	MCA	Chennai, TN	360000



Srinivasappa

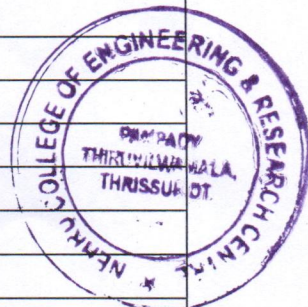
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23	SONIYA M G	UST GLOBAL	MCA	Technopark Trivandrum	360000
24	ARUNA	UST GLOBAL	MCA	Technopark Trivandrum	360000
25	VRINDHA V	TCS	MCA 25 ST	Infopark, Cchin	380000
1	JISHAD J	CHEGG INDIA	ME	Visakhapatnam, Andhra Pradesh	300000
		SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
		INFOSYS	ME	Technopark Trivandrum	380000



Soniya M G
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Pin - 680 597, Kerala

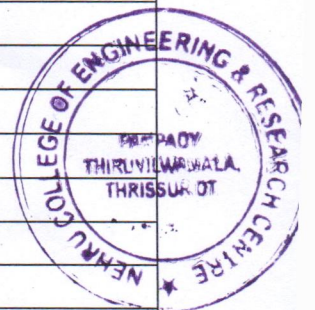
2	SUBIN S	CHEGG INDIA	ME	Visakhapatnam, Andhra Pradesh	300000
		AMAZON	ME	Tidal park, Coimbatore	300000
		SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
3	A G RHITHWIK	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
4	ABDUL BASHID A	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
5	ABHILASH K B	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
6	ABHISHEK K S	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
7	ADARSH M	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
8	ADITH K S	CSS CORP	ME	North Boag Road, T Nagar Chennai	300000
9	ASWIN RADHAKRI	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
10	HAREESH K V	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
11	JAGAN S VALSAN	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
12	JARIN RAHMAN P	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
13	MOHAMMED JASE	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
14	NAVANEETH KRISI	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
15	NIGHIL C	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
16	PRASANTH K R	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
17	PRASIN P HAYDN	INFOSYS	ME	Technopark Trivandrum	380000
		CHEGG INDIA	ME	Visakhapatnam, Andhra Pradesh	300000
18	SAIKRISHNA C B	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
19	SAJAN SANTHOSH	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
20	SARATHRAJ O P	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
21	SREERAJ K	SKILL HACC	ME	Avinashi Road, Coimbatore	300000
		SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
22	SUBHASH S P	SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
23	VISHNU MURALEE	SKILL HACC	ME	Avinashi Road, Coimbatore	300000
		SIX PHRASE	ME	Avinashi Road, Coimbatore	300000
24	PRANAV KRISHNA	SKILL HACC	ME	Avinashi Road, Coimbatore	300000
25	VIVEK S	SIX PHRASE	ME 25 STU	Avinashi Road, Coimbatore	300000
1	AJAY M V	INFOSYS	MTR	Technopark Trivandrum	380000
		WIPRO	MTR	Technopark Trivandrum	380000
2	FEBIN JOSE	TCS	MTR	Infopark, Cchin	380000
		CAPGEMINI	MTR	Banagalore, Karnataka	400000
3	GOUTHAM DEV M	TCS	MTR	Infopark, Cchin	380000
		WIPRO	MTR	Technopark Trivandrum	380000
4	RAJITH KRISHNAN	TCS	MTR	Infopark, Cchin	380000
		WIPRO	MTR	Technopark Trivandrum	380000
5	ADHIL MOHAMME	SIX PHRASE	MTR	Avinashi Road, Coimbatore	300000
6	ALEETA BOBY	WIPRO	MTR	Technopark Trivandrum	380000
7	APARNA K	TCS	MTR	Infopark, Cchin	380000
8	JITHIN ANAND N	WIPRO	MTR	Technopark Trivandrum	380000
9	MANIKANDAN C	INFOSYS	MTR	Technopark Trivandrum	380000
10	MUHAMMED HAN	EXPERION TECHNOLOGIE	MTR	Infopark, Cchin	400000
		SIX PHRASE	MTR	Avinashi Road, Coimbatore	300000

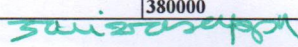


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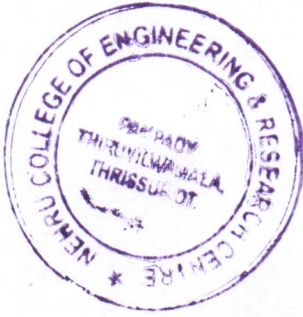
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Pin: 686 502

11	NITHIN JOHN THA	PAYTM	MTR	Coimbatore, TN	300000
		WIPRO	MTR	Technopark Trivandrum	380000
12	VISHNU SUKUMAR	WIPRO	MTR	Technopark Trivandrum	380000
13	YADHUKRISHNAN	SIX PHRASE	MTR	Avinashi Road, Coimbatore	300000
14	MUHAMMED SHAHAL	PAYTM	MTR	Coimbatore, TN	300000
15	JUSTIN C J	PAYTM	MTR	Coimbatore, TN	300000
16	JARIN.K	PAYTM	MTR	Coimbatore, TN	300000
17	SHARAFATH.M	PAYTM	MTR	Coimbatore, TN	300000
18	ABHINAND P V	PAYTM	MTR	Coimbatore, TN	300000
19	ADHISH T P	PAYTM	MTR	Coimbatore, TN	300000
20	ABHIMANUE K S	IMAGE INFO SYSTEMS	MTR	Hansraj Seth Marg, Pune	400000
		PAYTM	MTR	Coimbatore, TN	300000
21	VAISAKH. K	FACE	MTR -21 S	Coimbatore, TN	360000
1	ASISH NAIR	CSS CORP-TSE	EEE	North Boag Road, T Nagar Chennai	300000
		CSS CORP - CSE	EEE	North Boag Road, T Nagar Chennai	300000
		CHEGG INDIA	EEE	Visakhapatnam, Andhra Pradesh	300000
2	K R RESHMA	INFOSYS	EEE	Technopark Trivandrum	380000
		SIX PHRASE	EEE	Avinashi Road, Coimbatore	300000
3	AISWARYA S	SIX PHRASE	EEE	Avinashi Road, Coimbatore	300000
		CHEGG INDIA	EEE	Visakhapatnam, Andhra Pradesh	300000
4	ANFIYA MOHAMM	CHEGG INDIA	EEE	Visakhapatnam, Andhra Pradesh	300000
5	JINSHAD A K	CHEGG INDIA	EEE	Visakhapatnam, Andhra Pradesh	300000
6	HARIKRISHNA P	PAYTM	EEE	Coimbatore, TN	300000
7	ARUNODAYAN T	PAYTM	EEE	Coimbatore, TN	300000
8	ABHIJITH T H	PAYTM	EEE	Coimbatore, TN	300000
9	HARI KRISHNAN K U	PAYTM	EEE	Coimbatore, TN	300000
10	RAMZAD M	CHEGG INDIA	EEE-10 ST	Visakhapatnam, Andhra Pradesh	300000
1	ARATHY S	CSS CORP	ECE	North Boag Road, T Nagar Chennai	300000
		TCS	ECE	Infopark, Cchin	380000
2	ANJANA M	CSS CORP	ECE	North Boag Road, T Nagar Chennai	300000
3	ATHULYA M	SIX PHRASE	ECE	Avinashi Road, Coimbatore	300000
4	PAVANA J	TCS	ECE	Infopark, Cchin	380000
5	SUDEV A	ASPIRE SYSTEMS	ECE	Infopark, Cchin	300000
6	AMAYA RAJ T	UST GLOBAL	ECE	Technopark Trivandrum	360000
7	SRUTHI SAJEEV	FACE	ECE	Coimbatore, TN	360000
8	JESNA S	IMAGE INFO SYSTEMS	ECE	Hansraj Seth Marg, Pune	400000
9	SAFANA	SIX PHRASE	ECE-9 STU	Avinashi Road, Coimbatore	300000
1	JASNA T	SIX PHRASE	M TECH C	Avinashi Road, Coimbatore	300000
		THINK AND LEARN	M TECH C	Infopark, Cchin	300000
2	SUKANYA C	SIX PHRASE	M TECH C	Avinashi Road, Coimbatore	300000
3	FIDHA	INFOSYS	M TECH C	Technopark Trivandrum	380000
4	THASINI A	SUN TECH	M TECH C	Technopark Trivandrum	400000
		UST GLOBAL	M TECH C	Technopark Trivandrum	360000
5	VINEETH P	INFOSYS	M TECH C	Technopark Trivandrum	380000




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 Pampady, Thiruvilwamala, Thrissur

1	V S SNEHA	CSS CORP- TECHSNICAL S	M TECH V	North Boag Road, T Nagar Chennai	300000
		CSS CORP- CYBER SECUR	M TECH V	North Boag Road, T Nagar Chennai	300000
		JARO EDUCATION	M TECH V	Banagalore, Karnataka	600000
		ZOHO CORPORATION	M TECH V	Banagalore, Karnataka	600000
		ROBERT BOSCH	M TECH V	Banagalore, Karnataka	400000
2	AISWARYA VIJAYA	INFOSYS	M TECH V	Technopark Trivandrum	380000



Sarivisapathy

PRINCIPAL

Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

jaro education

9th November 2021

To,
Ms. V S Sneha,

Dear Sneha,

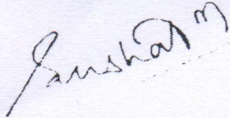
This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Management Trainee". You would be on probation for a period of one year. On successful completion of probation period your services would be confirmed and you will be re-designated as "Career Development Executive".

Find below compensation details:

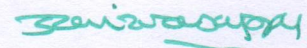
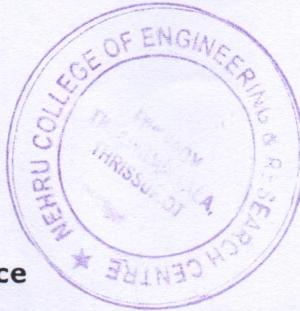
During the first 90 days (including training) you would be paid remuneration of **Rs.30,000/-pm**. If target of first 90 days is achieved (100%) then your salary will be revised to **Rs.40,000/-pm** (As per below table) effective from fourth month.

Particulars	(Amount in Rupees.)	
	For 1 st 90 days	Effective from 4 th Month
Basic Salary	: 15,300	16,000
House Rent Allowance	: 1,530	8,000
Transport Reimbursement	: 1,600	1,600
Telephone Reimbursement	: 500	500
Statutory Bonus (Paid Monthly)	: 1,274	1,400
Special Allowance	: 9,796	12,500
Total	30,000	40,000
Daily Travel Reimbursement	: 3,000	3,000
Performance Incentive (Payable based on the achievement of Monthly targets)	: 15,000	15,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	: 2,500	2,500
Total	50,500	60,500

Regards,
Jaro Education



Sushant Mallya
General Manager – Human Resource



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Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thiruvananthapuram Dt.
Pin - 680 597, Kerala

I agree to the above terms & conditions _____ Dated _____

Jaro Institute of Technology Management and Research Limited

Registered Office : 11th Floor, Vikas Centre, Dr. C. G. Road, Near Basant Theatre, Chembur (E), Mumbai - 400 074, India.

CIN. U80301MH2009PLC193957 | Tel: +91-22-61439700 | www.jaro.in | Email: comp@jaro.in

*** Private & Confidential ***

Ms.Sneha V S
Nehru College- Coimbatore

Our Reference
TN/39017/2021/M.E/M.Tech

Robert Bosch Engineering and
Business Solutions Private
Limited - (CIN:
U72400KA1997PTC023164)
123, Industrial Layout,
Hosur Road, Koramangala
Bengaluru 560095 INDIA
Tel +91 80 6657-5757
Fax +91 80 6657-1404
www.bosch-india-software.com

Dear Ms.Sneha V S

Date:28.10.2021

SUB: LETTER OF ENGAGEMENT AS 'PROJECT TRAINEE'

With reference to your application and the interview you had with us, we are pleased to inform you that you have been selected as a "**Project Trainee**" in our organization on the following terms and conditions:

1. Nature of Engagement:

You will be engaged as a Project Trainee in our establishment in the area of "**MS/EEF-PS**" and during the course of Engagement, you shall be under the guidance of **Manikandan Annamalai (MS/EEF3-PS)**. You may be required to undergo training in different shifts if necessary to enable you to get adequate exposure of the functioning of the different departments. Your hours of engagement will be as per the project requirements. You will observe weekly holiday and other holidays at par with regular employees. You shall follow rules and regulations of the work place during the period of engagement.

2. Duration of Engagement:


The engagement period will be 08.11.2021 to 31.05.2022 unless the company extends the period of your engagement in writing, your engagement shall automatically stand terminated on the end date.

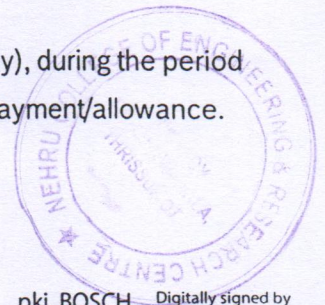
3. Scholarship:

You will be paid a scholarship of Rs. 15000 per month (Rupees Fifteen Thousand Only), during the period of engagement. Other than the above, you will not be entitled to receive any other payment/allowance.

pki, BOSCH, APAC,
B, E, Bellur.Mohan

Digitally signed by pki, BOSCH,
APAC B, E, Bellur.Mohan
Date: 2021.10.31 10:54:41
+05'30'


PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



pki, BOSCH,
APAC, K, A,
Karthik.Rajapaul

Digitally signed by
pki, BOSCH, APAC,
K, A,
Karthik.Rajapaul
Date: 2021.10.30
11:56:32 +05'30'

4. Other terms & conditions:

- 4.1 You will be entitled to take 1 day Leave (GL) per month.
- 4.2 During the engagement or after completion thereof you shall not divulge, disclose or impart to any person/any organization, any trade secret or any information whatsoever concerning the business, finances or any dealings, transactions or affairs of the company which may come to your knowledge during the course of engagement.
- 4.3 You will be subject to the rules and regulations of the company in force from time to time.
- 4.4 The offer of Engagement is on the understanding that all the information given by you in your application form is correct, true and complete. If it is found at any time that the information given by you in the application form is not correct and true and or you have knowingly suppressed any information, the company will have the right to discontinue your engagement at any time and without any notice or compensation.
- 4.5 IP Assignment: You shall assign to the Company any invention that you may develop during the course of your internship with us and the Company shall be free to deal with such invention as it may deem appropriate.

While reporting, please bring the following:

2 Passport size photographs

2 copies each of your educational certificates

Original bona-fide certificate

Proof of Identity and residence

The original documents (except bona-fide certificate) will be returned to you after verification.

Please sign and return the duplicate of this letter as a token of your acceptance of the above terms and conditions.

ROBERT BOSCH ENGINEERING AND BUSINESS SOLUTIONS PRIVATE LIMITED

pki, BOSCH,
APAC, B, E,
Bellur.Mohan
Date: 2021.10.31 10:55:02
+05:30

Bellur Mohan Nanjundiah

General Manager
(Human Resources)

pki, BOSCH,
APAC, K, A,
Karthik.Rajapaul
Date: 2021.10.30
11:56:49 +05:30

Karthik Rajapaul

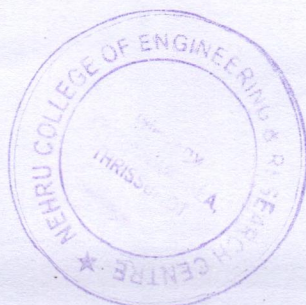
Deputy Manager
(Human Resources)

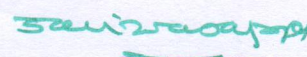
I accept the above terms and conditions and confirm that I will report as a Project trainee on

PLACE:

DATE:

(Signature of the Candidate)




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Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Annexure – B

1 **Personal Particulars:**

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee

2 **Nature of Work:**

Your nature of work mainly includes all the aspects of the (Duties and responsibilities) _____ as well as any other ad-hoc duties assigned to you from time to time. You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by your senior from time to time.

3 **Working Hours:**

The regular working hours of the company are from (Office timings) including _____ minutes for lunch break and _____ minutes for tea break. You will be required to work extra hours as and when required and informed by your senior.

4 **Late comings:**

The Company follows a strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day marked as absent for every three late marks (or as per your company policy).

5 **Assignment, Transfer and Deputation:**

Though you have been engaged to a specific position, the company reserves the right to send you on deputation/transfer/assignment to any of the company's branch offices in India or abroad, whether existing at the time of your appointment or to be set up in the future.

6 **Training:**

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense. Kindly note that refusal to participate in a training programme without any extraneous circumstances would lead to automatic termination of your employment.

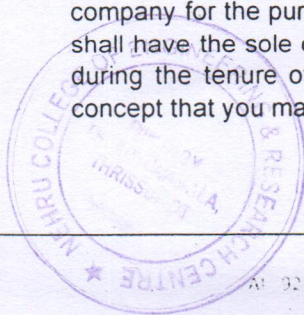
7 **Performance Reviews/Appraisal:**

The Company follows a policy of monthly/quarterly/half yearly/annual performance reviews, which are linked to performance incentives every quarter/half year/year. You will be eligible for performance-based incentives on the basis of your gross monthly salary on the basis of your performance during the previous quarter/six months/year.

The Company also has a policy of six monthly/annual salary appraisal based on performance. You will be eligible for a salary appraisal under this policy based solely on the performance ratings achieved during the previous six months/one year.

8 **Intellectual Property Right:**

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use, utilize and exploit such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.



Saravanan

PRINCIPAL

MavenConnect Consulting (OPC) Private Limited

At: 32 Flat 11, 2nd Floor, Anna Nagar Chennai, Tamil Nadu - 600040, India.
Panbady, Thiruvilwamala, Thrissur Dt. Pin - 680 597, Kerala

CIN: U74999TN2021OPC141243 | www.mavenconnect.in

9 **Secrecy/Confidentiality:**

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever including competitors and former employees, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so. Failure to do so on your part may result in legal action against you and the person to whom the information was divulged.

10. **Restrain:**

i. **Access to Information:**

Information is available on need-to-know basis for specific groups and the information is segregated to allow individual sectors information access for projects and units. Access to this is authorized through access privileges approved by unit mentors or project mentors. Unauthorized access or attempt at unauthorized access is strictly prohibited and any attempts to do so will result in immediate termination of employment and legal action as deemed fit by the company.

ii. **Restriction on Personal Use:**

Use of company resources for personal use is strictly restricted. This includes usage of computer resources, information, internet service, and working time of the company for any personal use. You will under no circumstances carry any work home unless specifically requested by your manager. Any usage of company information for personal use will result in immediate termination of employment without notice and/or legal action for misdemeanour as deemed fit by the company. You may/may not be required to reimburse the company for any losses incurred by the company on account of personal usage of company data.

11. **Leave:**

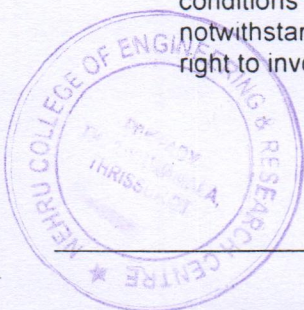
You will be entitled to leave as per law in force and as laid down in the Standing Orders of the company. The company follows strict time schedule and late comings are discouraged, unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

12. **Security:**

Security is an important aspect of our communication and office infrastructure. Communication security is maintained by controlling physical access to computer system, disabling all working stations, floppy disk drives and companywide awareness about the need for protection of intellectual property and sensitive customer information.

13. **Termination of Service:**

- i. Either party can terminate this employment by serving a notice of one month on the other, save and accept that the company may at its option pay salary in lieu of the notice period to terminate employment with immediate effect.
- ii. Unauthorized absence or absence without permission from duty for a continuous period of 7 days would make you loose your lien on employment. In such case your employment shall automatically come to an end without any notice of termination or notice pay.
- iii. You will be governed by the laid down code of conduct of the company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.



Srinivasan

PRINCIPAL

Nehru College of

Engineering and Research Centre

Pampady, Thiruvilwamala, Thrissur Dt.

MavenConnect Consulting (OPC) Private Limited 680 597, Kerala

At: 92 Flat 11, 2nd Floor, Anna Nagar Chennai, Tamil Nadu - 600040, India.

CIN: U74999TN2021OPC141243 | www.mavenconnect.in

14. **Standing Orders:**

You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by the company.

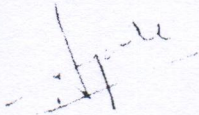
15. **Appointment in Good Faith:**

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In case at a later date any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

The above terms and conditions are based on the company's policy, procedures, and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matter including those not specifically covered here such as traveling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

With warm regards,

For MavenConnect Consulting



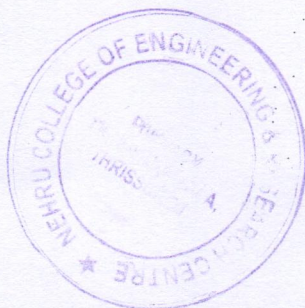
Anjale Stephanos
CEO
anjale@mavenconnect.in

Signature:

Candidate Name:

Location:

Time:



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Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597 Kerala

MavenConnect Consulting (OPC) Private Limited

At: 92, Flat 11, 2nd Floor, Anna Nagar, Chennai, Tamil Nadu - 600040, India.

CIN: U74999TN2021OPC141243 | www.mavenconnect.in

LETTER OF INTERNSHIP

Date: 18 April 2022

Name: Aiswarya S
Address: D/O selvarajan.kuripparambu house
kottekkad post Palakkad 678732
Email: aiswaryaselvaraj002@gmail.com
Ph no:8075900313

Dear AISWARYA S ,

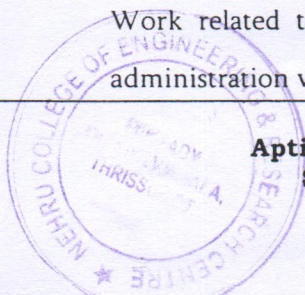
Sub: Provisional Offer Letter

We are pleased to welcome you on board - Six Phrase - The Finishing School.

After careful consideration, Six Phrase - The Finishing School has decided to offer you Internship in our firm. You will be designated "Junior Intern - Trainer".

The employment is subject to the following conditions:

- 1) You will be required to serve a probation period of 6 months. Upon feedback from the institutions and based on your work performance you will be confirmed into our rolls after 6 months. Confirmation is purely based on your work performance.
- 2) Your Salary during the probation period will be Rs.10,000 for contract employee and Rs.15,000 for full time employee per month (Cost to Company).
- 3) Your Salary will be revised after the Internship period based on the Internship Exit Exam Scores and Feedback from Institutions.
- 4) Your individual remuneration is purely a fact between you and the company, and has been arrived on the merit of your education, experience, your professional achievements and the company's prevailing compensation guidelines. In that context we would sincerely request you to maintain this information and any changes hereafter, as strictly personal and confidential.
- 5) The salary will be paid on or before the 10th of every month.
- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment, Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.

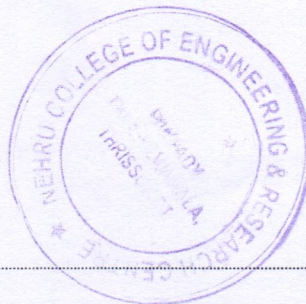


**Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services**

Aiswarya
PRINCIPAL
Nehru College of Engineering and Research Centre
Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

- 7) Your base Job Location will be in **Coimbatore, Visakhapatnam, Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
- 8) Maximum of two 1 hour permissions can be taken in a month. This permission can be availed at any time of the day but the duration should not exceed 1 hour and the maximum number of times cannot exceed 2 times in a month.
- 9) Maximum of 1 day paid leave can be availed every month. Leave exceeding 1 day a month will be on Loss of Pay.
- 10) Should you require being absent from work for reasons of sickness, injury or any other reason your must either personally or through another person notify Six Phrase immediately of this and also of when you expect to be able to return to work. In case of leave exceeding more than 2 days you will be entitled to submit necessary documents pertaining to the reason for leave.
- 11) In case you wish to resign / leave the service of the company, you will be required to give **three month** notice in writing failing which SIX PHRASE is entitled to recover amount equal to 3 months salary by way of agreed liquidated damages. The company at its sole discretion may accept one month's salary, or part thereof, in lieu of the notice. The company reserves the right to terminate you from operations without giving any notice during the contract period.
- 12) Please bring along the below listed documents / details on your day of joining
- ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,



S. S. S. S.
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

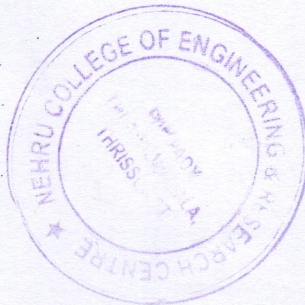
For SIX PHRASE FINISHING SCHOOL

Offer of Employment Accepted:

I have read the terms and conditions set out in this Appointment Letter. I confirm having fully understood the same. I also declare that all the certificates and documents provided by me to SIX PHRASE - FINISHING SCHOOL are true, genuine and correct.

Signed

AISWARYA S



Saisrajan
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Date : 13-12-2021

Letter of Intent ("LOI")

Dear K Praveena,

With reference to your application and subsequent discussions we had with you. We are pleased to inform that your candidature have been shortlisted for appointment as "Trainee" with Atos Global IT Solutions and Services Private Limited (referred as "Atos or Company").

Subject to completion of election and documentation process, detailed Offer letter will be issued to you, which will contain the following details:

- Date of Joining;
- Joining & Training location;
- Other terms and condition.

The location of your initial reporting, training and the date of your joining would be communicated to you in due course of time post successful completion of your final semester degree/diploma examination/ Documentation Process.

The date of joining and the location of posting will be based on business requirements.

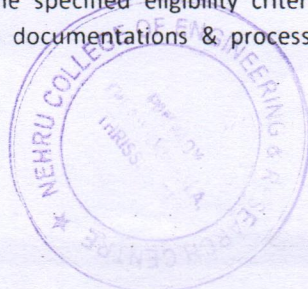
Atos solely reserves the right to make any changes to the date of joining and the location of posting.

Upon joining Atos,

1. You are expected to enter into an employment agreement with the Company which shall contain details including the scope, terms and conditions of your employment and various obligations with the Company.
2. You will be on probation for a period as determined by the Company from your date of joining and subject to satisfactory performance your employment will be confirmed at the end of probation or such other extended period as the Company deems fit.
3. You may be required to undergo various training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

Atos plans to invest in debut trainings and certifications to impart appropriate skills for the required services. Therefore, all "Trainee" (debut) are required to complete the training period and expected to remain in the service with Atos for a minimum period of 24 months from the date of joining. Failing to which, debut unconditionally needs to pay/reimburse the cost of training to Atos which will extend up to maximum of Rs.75,000/- (Seventy Five Thousand Rupees only).

Your selection and further procedure ahead is subject to your being found medically fit, you completing your academic course with the specified eligibility criteria as informed to you during selection process, and completing all necessary documentations & process pertaining to your education, verification and other employment criteria.



Sanjay
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Atos reserves the right to decide the continuance of your further training and your employment with the Company depending on your performance in the opinion of the Company and documentation process.
The terms of this letter of intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an Offer of Employment from Atos nor should it in any manner confirm our obligations to make you an offer of employment.

We may, any time revoke this Letter of Intent considering incomplete documentation, failure to fulfil the eligibility criteria, background verification or at our discretion.

We request you to confirm back to us your acceptance of above terms and conditions herein by signing and returning the copy of this letter to Campus recruitment team (kausalya.v.external@atos.net) within 05 days from issuance of this letter, failing which this letter of Intent shall stand withdrawn/cancelled automatically. Should you have any query, please do not hesitate to contact Campus Recruitment team.

We look forward to hear from you soon and wish you a rewarding career ahead.

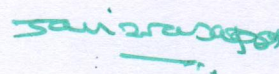
Thanking you.

Yours Sincerely,

For Atos Global IT Solutions and Services Private Limited



Nasir Usman Shaikh
Vice President – HR



PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Date : 13-12-2021

Letter of Intent ("LOI")

Dear Varsha.P.K,

With reference to your application and subsequent discussions we had with you. We are pleased to inform that your candidature have been shortlisted for appointment as "Trainee" with Atos Global IT Solutions and Services Private Limited (referred as "Atos or Company").

Subject to completion of election and documentation process, detailed Offer letter will be issued to you, which will contain the following details:

- Date of Joining;
- Joining & Training location;
- Other terms and condition.

The location of your initial reporting, training and the date of your joining would be communicated to you in due course of time post successful completion of your final semester degree/diploma examination/ Documentation Process.

The date of joining and the location of posting will be based on business requirements.

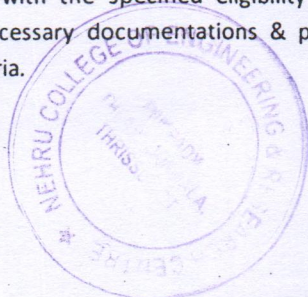
Atos solely reserves the right to make any changes to the date of joining and the location of posting.

Upon joining Atos,

1. You are expected to enter into an employment agreement with the Company which shall contain details including the scope, terms and conditions of your employment and various obligations with the Company.
2. You will be on probation for a period as determined by the Company from your date of joining and subject to satisfactory performance your employment will be confirmed at the end of probation or such other extended period as the Company deems fit.
3. You may be required to undergo various training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

Atos plans to invest in debut trainings and certifications to impart appropriate skills for the required services. Therefore, all "Trainee" (debut) are required to complete the training period and expected to remain in the service with Atos for a minimum period of 24 months from the date of joining. Failing to which, debut unconditionally needs to pay/reimburse the cost of training to Atos which will extend up to maximum of Rs.75,000/- (Seventy Five Thousand Rupees only).

Your selection and further procedure ahead is subject to your being found medically fit, you completing your academic course with the specified eligibility criteria as informed to you during selection process, and completing all necessary documentations & process pertaining to your education, verification and other employment criteria.



Sauirasaappu
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur District,
Kerala
Pin - 680 597, Kerala

Confidential

Atos reserves the right to decide the continuance of your further training and your employment with the Company depending on your performance in the opinion of the Company and documentation process.
The terms of this letter of intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an Offer of Employment from Atos nor should it in any manner confirm our obligations to make you an offer of employment.

We may, any time revoke this Letter of Intent considering incomplete documentation, failure to fulfil the eligibility criteria, background verification or at our discretion.

We request you to confirm back to us your acceptance of above terms and conditions herein by signing and returning the copy of this letter to Campus recruitment team (kausalya.v.external@atos.net) within 05 days from issuance of this letter, failing which this letter of Intent shall stand withdrawn/cancelled automatically. Should you have any query, please do not hesitate to contact Campus Recruitment team.

We look forward to hear from you soon and wish you a rewarding career ahead.

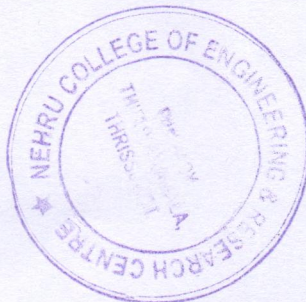
Thanking you.

Yours Sincerely,

For Atos Global IT Solutions and Services Private Limited



Nasir Usman Shaikh
Vice President – HR



Kausalya V. External
PRINCIPAL

Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thiruvananthapuram Dt.
Pin - 680 597, Kerala

February 11, 2022

Ms. Arathi Chandrabose
Nehru College of Engineering and Research Centre

Dear Arathi,

SUB: Our offer for the position of Trainee

We are happy to let you know that we are impressed with your credentials and welcome you to the Aspire family. We are certain that you would play a vital role in our growth and success and you will be a valuable addition to our talented team of ASPIRIANS.

You will be inducted as a "Trainee". Your initial training will be done virtually as the Covid situation continues and your initial training with the Talent Nurturing team and the department specific training will be for a maximum duration of three months. Post training you will be deputed to any one of our Practices and once the situation becomes normal, you will be deputed to work from any of our offices in India. The salary during training will be **Rs.15,000 per month** which will be prorated based on your training duration. At the end of training period, a formal evaluation of your performance will be made.

On successful completion of the training, your total Cost-to-Company (CTC) will be revised to **Rs.3.60 Lakhs Per Annum**. All remuneration payable to you will be subject to income tax deduction at source and to any other statutory deductions that may be applicable.

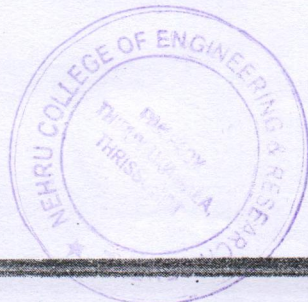
Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment (Annexure 1). We once again welcome you to share a challenging and mutually rewarding experience at Aspire. Please return the duplicate of this letter duly signed by you.

For Aspire Systems (India) Private Limited

Dinesh Kumar T.K.
Vice President
dinesh_kumaran@aspresys.com

I hereby accept the offer.

Signature :
Name : Arathi Chandrabose
Date :

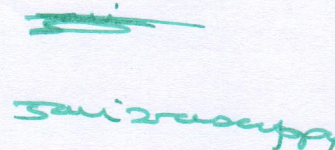


Arathi Chandrabose
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thirissur Dt.
Pin - 680 597, Kerala

Annexure 1: Terms and Conditions of Employment

1. Any information provided by you prior to your employment with us will be subject to background verification. At any point of time, during your services at Aspire Systems, should we find this information inconsistent, your employment with us will be revoked without any prior notice.
2. During your employment, you may become aware of information relating to the business of the Company, trade secrets, client names/details and pricing structures. Confidential information remains the sole property of Aspire Systems. You shall not, either during or after your employment, without the prior consent of Aspire Systems, directly or indirectly divulge to any person or use the confidential information for your own or another's benefit. We expect you would not under any circumstance try to start or help any other person start the activities carried on by this company.
3. During your services with us, we would expect you not to indulge in any activity or profession, which would prove detrimental to our operations. All software products, systems developed by you during your period of service with the company will be the sole property of the company.
4. Aspire will expend substantial time, effort and cost to recruit and train you. Any sudden departure by you definitely has an impact by causing damage and expense to Aspire. Hence, you agree that you have the full intention to serve as an Employee of Aspire for at least THREE years without causing disruption to the services of the company. In case you decide to leave Aspire within the first three years, you will have to pay an amount as outlined in your Employment Agreement and serve appropriate notice period as defined by the company.
5. You may from time to time be deputed to work at any of our offices globally or at our client's location within India or abroad. During the deputation, you will also be required to comply with the local laws, ordinances, regulations and codes that govern such countries. In case of failure to do so, you will indemnify the company against any loss or damage that may be sustained due to such failure on your part.
6. During the probation and training period, if your performance or conduct is not satisfactory, the company has the right to terminate your services without notice. If you take additional time to complete your training, then there will be no salary paid to you during the additional period.
7. Upon confirmation of your employment, the employment contract may be terminated by giving appropriate notice. You are required to continue your services until the end of the notice period. Further, any salaries or any other remuneration due to you will be forfeited should you fail to serve the appropriate notice periods as mentioned above.
8. The annual CTC is inclusive of the following components: Basic, FBP components you have opted, Statutory components: PF, ESI, Gratuity, Statutory bonus, what is applicable, Special allowance excluding the above, deductions like Mediclaim, TDS, Lunch, transport and professional tax, whatever is applicable. The break-up of components will be available in the monthly pay slip and reimbursement slips that will be sent to you.




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Nehru College of
Engineering and Research Centre
Pampady, Thiruvivamala, Thrissur Dt.
Kerala

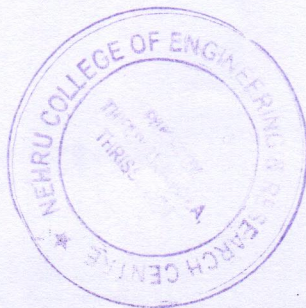
- 9 At Aspire we provide you with wide opportunities to enhance the gamut of your work area and we may in accordance with the same be transferring your services to other departments and you may be assigned any work to test your aptitude during the course of your services.
- 10 **Salary and Designation Changes:** Your probation is for a period of six months and on successful completion of your probation, you will be confirmed and promoted to “**Engineer**” and you can refer to the below mentioned table for the salary changes. These salary changes are subject to your performance. For Eg: If your date of joining is August 11, 2021, then it works like this:

Duration	Salary (Per Month INR)	Comments
Training Salary	15,000	Training period (3 Months Max)
Post Training	30,000	Salary gets revised to 30,000
Post Probation	-	Confirmation, Promotion to Engineer
Post Training + 12 months	35,000	Salary gets revised to 35,000
Post Training + 18 Months	40,000	Salary gets revised to 40,000
Post Training + 24 Months	45,000	Salary gets revised to 45,000
Post Training + 30 Months	45,000 + Hike	Alignment with Org Cycle

- 11 Performance Appraisals are a part of the work policies at Aspire and your performance will solely spell out any revision in your compensation package.
- 12 You are governed by the company’s policies in vogue from time to time. Your work timings may also be changed depending on the organizational need and your responsibilities.
- 13 The rules and regulations of service of the company that are in force may be framed, amended, altered or extended from time to time. They will govern you in the same form as and when altered or amended.
- 14 Aspire Systems is an equal opportunity employer. We demonstrate respect and provide equal employment opportunities for all employees and applicants for positions regardless of race, color, national origin, political belief, religion, marital or family status, physical or mental disability, gender, sexual orientation, age, or irrelevant (not related to the work to be performed) record of offense. All our decisions will be based on job performance, merit, experience, and qualifications.

I hereby accept the offer terms and conditions.

Signature :
Name : Arathi Chandrabose
Date :



Sunitha
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Date : 13-12-2021

Letter of Intent ("LOI")

Dear Athira chandrabose,

With reference to your application and subsequent discussions we had with you. We are pleased to inform that your candidature have been shortlisted for appointment as "Trainee" with Atos Global IT Solutions and Services Private Limited (referred as "Atos or Company").

Subject to completion of election and documentation process, detailed Offer letter will be issued to you, which will contain the following details:

- Date of Joining;
- Joining & Training location;
- Other terms and condition.

The location of your initial reporting, training and the date of your joining would be communicated to you in due course of time post successful completion of your final semester degree/diploma examination/ Documentation Process.

The date of joining and the location of posting will be based on business requirements.

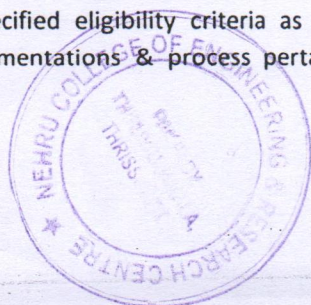
Atos solely reserves the right to make any changes to the date of joining and the location of posting.


Upon joining Atos,

1. You are expected to enter into an employment agreement with the Company which shall contain details including the scope, terms and conditions of your employment and various obligations with the Company.
2. You will be on probation for a period as determined by the Company from your date of joining and subject to satisfactory performance your employment will be confirmed at the end of probation or such other extended period as the Company deems fit.
3. You may be required to undergo various training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

Atos plans to invest in debut trainings and certifications to impart appropriate skills for the required services. Therefore, all "Trainee" (debut) are required to complete the training period and expected to remain in the service with Atos for a minimum period of 24 months from the date of joining. Failing to which, debut unconditionally needs to pay/reimburse the cost of training to Atos which will extend up to maximum of Rs.75,000/- (Seventy Five Thousand Rupees only).

Your selection and further procedure ahead is subject to your being found medically fit, you completing your academic course with the specified eligibility criteria as informed to you during selection process, and completing all necessary documentations & process pertaining to your education, verification and other employment criteria.




PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thiruvananthapuram Dt.
Pin - 680 597, Kerala

Atos reserves the right to decide the continuance of your further training and your employment with the Company depending on your performance in the opinion of the Company and documentation process. The terms of this letter of intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an Offer of Employment from Atos nor should it in any manner confirm our obligations to make you an offer of employment.

We may, any time revoke this Letter of Intent considering incomplete documentation, failure to fulfil the eligibility criteria, background verification or at our discretion.

We request you to confirm back to us your acceptance of above terms and conditions herein by signing and returning the copy of this letter to Campus recruitment team (kausalya.v.external@atos.net) within 05 days from issuance of this letter, failing which this letter of Intent shall stand withdrawn/cancelled automatically. Should you have any query, please do not hesitate to contact Campus Recruitment team.

We look forward to hear from you soon and wish you a rewarding career ahead.

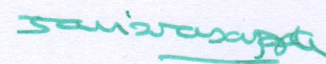
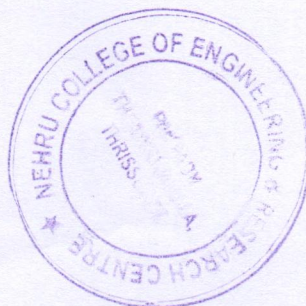
Thanking you.

Yours Sincerely,

For Atos Global IT Solutions and Services Private Limited



Nasir Usman Shaikh
Vice President – HR



PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

06-April 2022

Ms. Jisni Johnson P

Porathoor (H),
Enkakkad P O, Mankara ,Ottupara,
Thrissur, 680589, Kerala

Dear Jisni Johnson P,

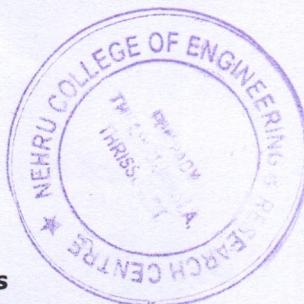
Letter of Offer

Based on your application and the subsequent discussions you had with us during the campus interview process, we are pleased to confirm your selection and provide you a career opportunity with Ramco Systems.

1. You will be designated as "**Project Trainee**" effective **11th April 2022** until your conversion to full time employment,
2. On successful completion of final semester, you will be converted into full time employment and will be entitled for a total compensation of **INR 4,00,000/-** per annum. ******(Refer Annexure - I) with the designation "**Analyst Programmer**" at **G3** level.
3. You are entitled for a Joining bonus of **INR 30000/-** and as per the norms, you will be paid in your first month salary. Please note this offer is void and null if you resign from the organization or terminated on various reasons within 12 months of your joining date and the amount will be deducted from the final settlement
4. You will be eligible for a stipend of **INR. 15,000/per month** until your conversion to full time employment with the organization.
5. In case of any discrepancy / adverse findings in the pre-employment verification, non-graduation, or medical fitness, then Ramco reserves right to cancel /withdraw this Letter of Offer without any prior intimation to you.
6. The nature of the training may be based on business simulation or live business scenarios.
7. You will abide by rules and regulations of the company during your tenure period for Dress Code, Holidays, and code of conduct, unless specifically exempted.
8. You will be undergoing training, which requires continuity.
9. All Information that may come during your training shall be kept confidential and will be required to sign a Non-Disclosure Agreement at the time of Joining as a project trainee.
10. During your training period, you may be deputed to any customer location for training within India. In such event, the expenses incurred by you will be reimbursed based on the relevant travel /conveyance policy.
11. You will comply with relevant policies that may be rolled out by the company time to time.

Please sign and deliver the duplicate copy of this letter as a token of your acceptance of the above terms and conditions.

Thanking you,



Saminvasan
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Kokila P Manager – Human Resources

Dear Jisni Johnson P,

Congratulations on your offer of employment with Ramco Systems Limited. We are pleased to offer you a position as "**Project Trainee**" and once you have completed your exams a full-time position - "**Analyst Programmer**" at **Chennai** in our organization, as per the terms applicable.

We look forward to working with you to develop and enhance Ramco's reputation as we value the contributions and skills of everyone and excited that you will be part of this successful journey.

The Letter of Offer is valid, subject to pre-employment verification including behavioural /competency and medical assessments, undertaken abiding Ramco's regulations. The verification will be done either by Ramco direct or through a Third-party vendor.

The pre-employment verification may vary based on individuals and subject to submission of the following documents.

- Education Qualification
- Experience and Relieving letters of your previous employment (if you have prior experience)
- Reference Checks / Background of your pervious employment □ Address Proof

In case of any discrepancy / adverse findings in any of the pre-employment verification, then Ramco reserves the right to cancel /withdraw this Letter of Offer immediately without further notice.

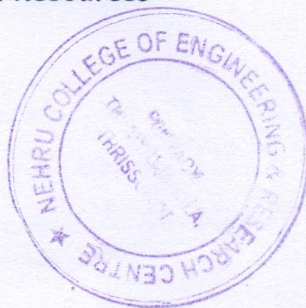
The detailed appointment letter, with terms and conditions will be issued on your date of joining.

We have enclosed (**Annexure 1**) with the details inclusive of your salary components and other formalities as discussed during your interview process.

Please sign, acknowledge, and return a copy of this Letter of Offer within two (2) days and we will initiate the pre-employment verification on receipt of your acknowledgement.

Authorized Signatory

Kokila P Manager – Human Resources



Saurabh
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



Saujanaraj
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thirissur Dt.
Pin - 680 597, Kerala

TCS Confidential

TCSL/DT20218012386

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Viswarya Building 6th Floor, Infopark, Kuzhussery PO, Kochi 682 030 India

Tel: 0474 2500000 Fax: 0474 2500001 Website: www.tcs.com

Registered Office: TCS Limited, 100, Naraina, New Delhi, India. CIN: 750202



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

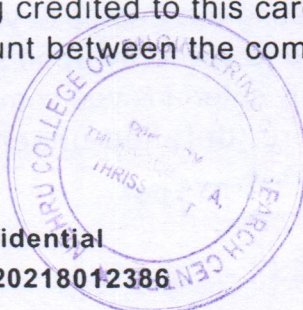
2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

TCS Confidential
TCSL/DT20218012386



Sanjay
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

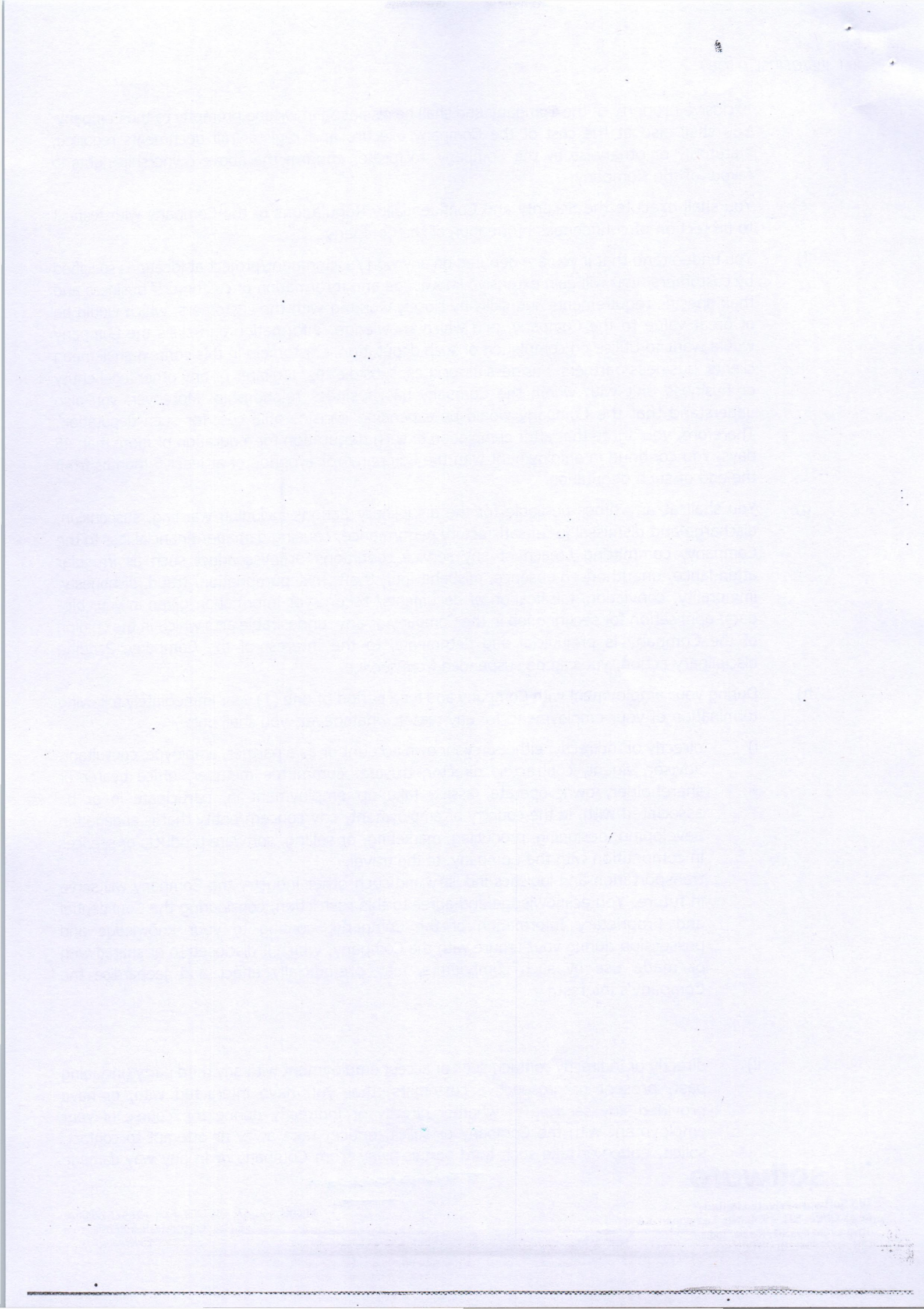
TATA CONSULTANCY SERVICES

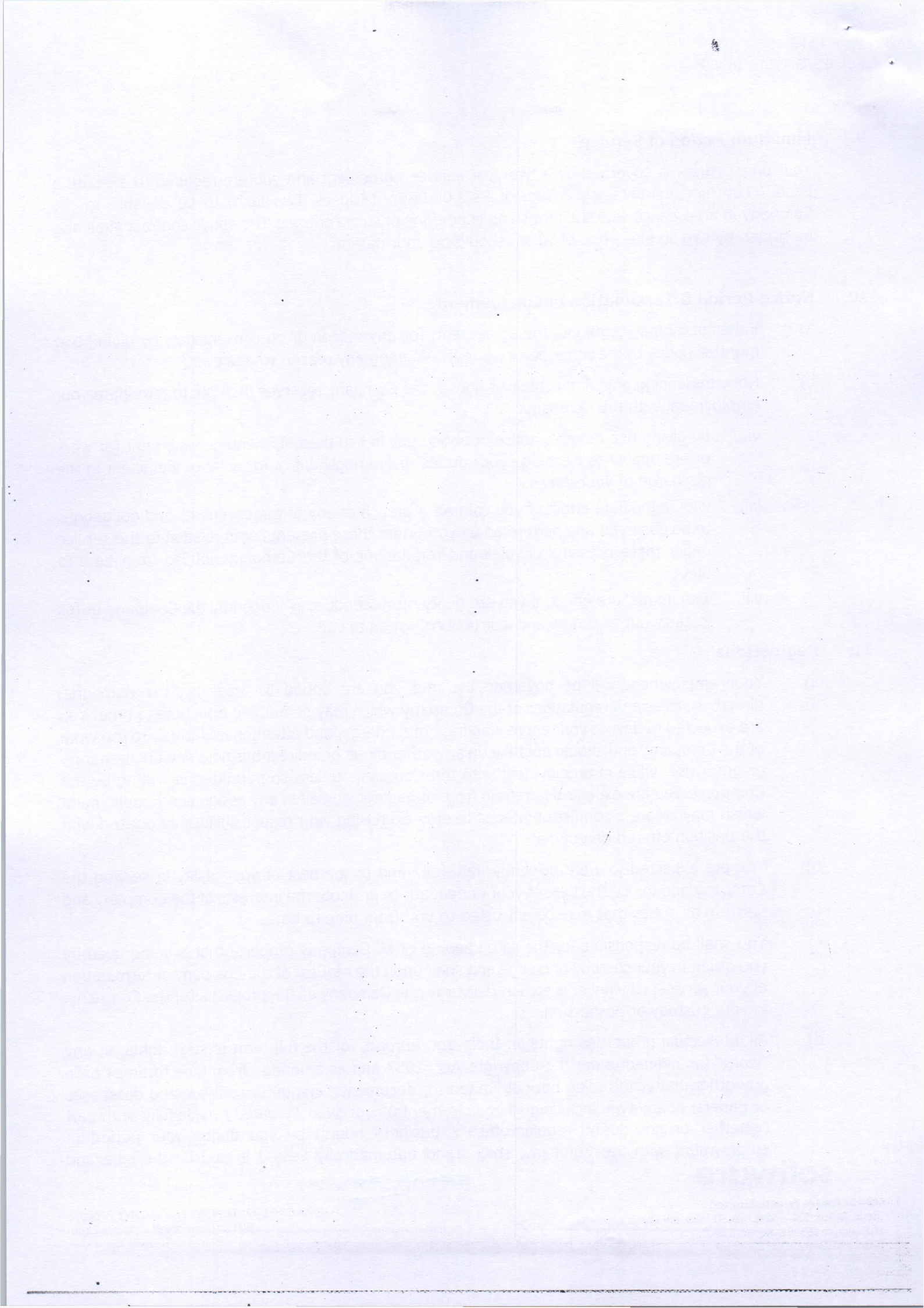
Tata Consultancy Services Limited

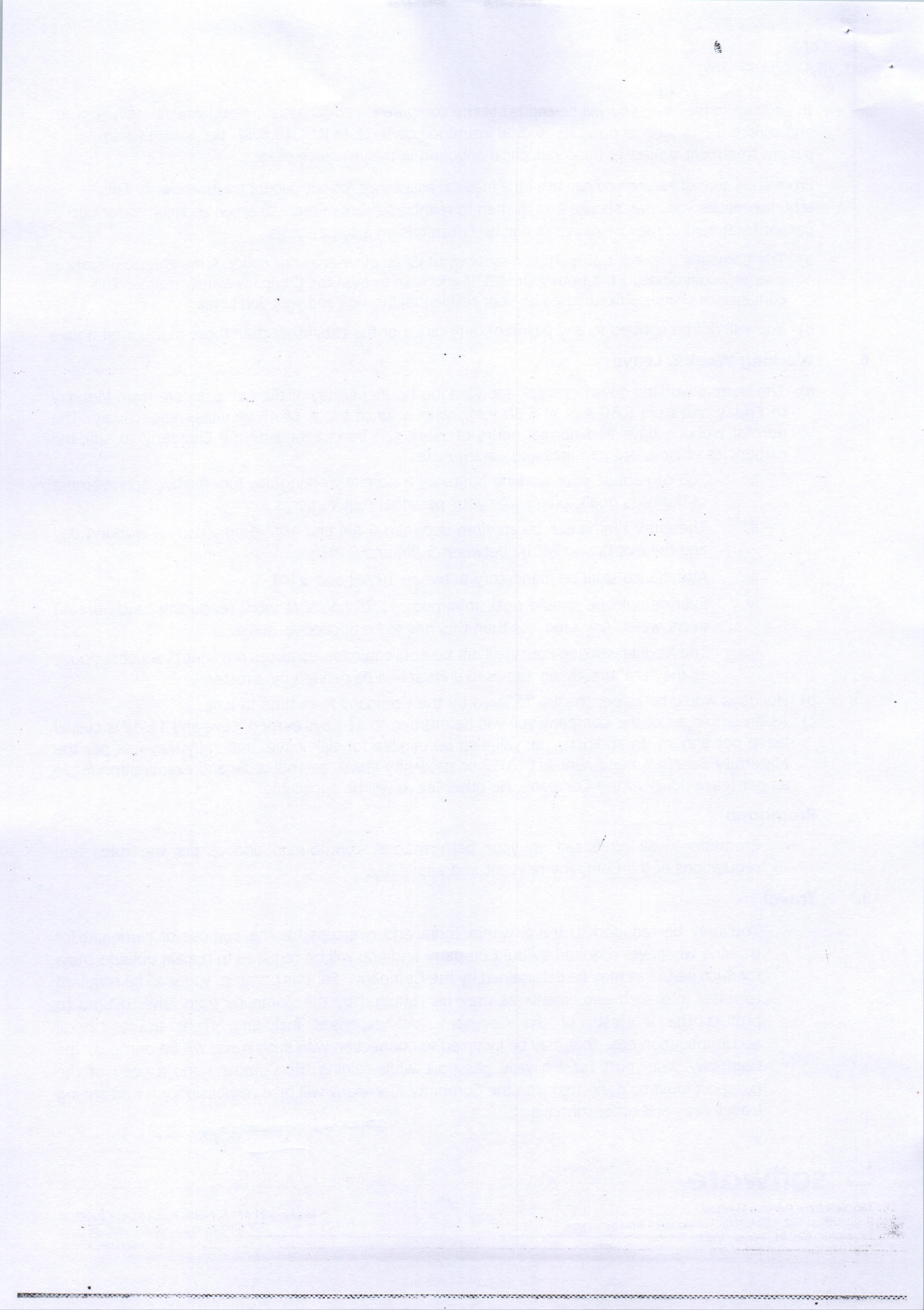
Visakhapatnam Building, 6th Floor, Jubilee Park, Kusunbagan PO, Kochi 682 050 India

Tel: 011 6161 1000 Fax: 011 6161 5255 Website: www.tcs.com

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







Date: 17-Dec-2021

MALAVIKA V

Nehru College of Engineering and Research Centre

Appointment Offer: Software Engineer

Dear MALAVIKA V,

Following your interview with us, we are pleased to appoint you as **Software Engineer** in IBS Software Pvt. Ltd. (the "**Company**"), subject to your acceptance of the terms and conditions contained herein.

Terms and conditions of the Offer

1. Pre-requisites

- a) This appointment and continuance of your employment will be subject to you being medically fit by our medical panel and also subject to you clearing the background verification exercise undertaken by the Company. In this regard, you will be receiving a consent form from IBS designated service provider. You are required to return a signed consent form in accordance with the instructions provided therein. This is for initiating your background verification subsequent to you joining the Company.
- b) You will have to bring 2 copies of your latest passport size colour photographs, and the originals and one set of copies of all certificates specified in Annexure 1 on the joining date. Your appointment will be subject to verification of your certificates against the information provided by you in your resume and during the interview.

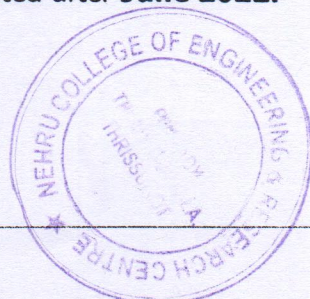
2. Posting

Your initial posting would be at the office of the Company situated at Unit No's 401 & 402, SCK-01, Smartcity Campus, Thengode PO, 682030, Kakkanad, Kerala. Your services are, however, liable to be transferred to any of our other offices or offices of our existing or future affiliates, clients or associates, in India or abroad, at the sole discretion of the Company.

3. Reporting Date

Your date of joining will be intimated after **June 2022**.

Souvik Saha
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



ibsoftware

IBS Software Private Limited
Regd. Office: 521 – 524, Nila, Technopark Campus,
Trivandrum 695581, Kerala, India.
CIN: U72200KL2014FTC036668

Phone: +91 471 6614200, Fax: +91 471 2700078
E-Mail: Corporateaffairs@ibsplc.com
www.ibsplc.com

4. Probationary Period

- a) You will be on probation for a period of six months from the actual date of your joining, which period may be extended by the Company depending on your performance. You will continue to be on probation unless and until you are expressly confirmed in the regular service of the Company. On successful completion of your probation, as may be judged by the Company, you may be confirmed, if your services are found satisfactory.
- b) Prior to your confirmation, if the Company in its opinion is not satisfied with your work and/or conduct, your probation shall be liable to termination without any notice or assigning any reason whatsoever.

5. Compensation

Your compensation details are as stated in the table below.

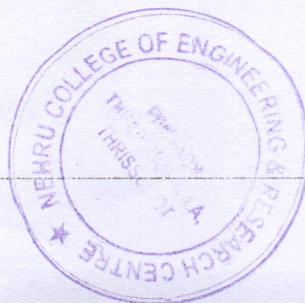
Compensation Details		Job Level: 3
I	Fixed Remuneration (A)	Amount in INR
Sl. No.	Component	Monthly
1.	Basic Pay	9,000
2.	HRA	3,600
3.	Special Allowance	12,000
4.	Food Vouchers	2,100
5.	Employer's contribution to Provident Fund (As per Provident Fund Act 1952)	1,800
6.	Monthly Gross Earnings (Fixed)	28,500
II	Variable Remuneration :- Annual Target Performance Incentive (B) *	18,000

* Target Performance Incentive (TPI) is the performance linked salary component for a financial year. The targets are set for half yearly and the TPI will be disbursed half yearly in accordance with the company guidelines that are applicable for the respective year. For the first year of your employment with IBS, the TPI will be calculated on a pro-rata basis, based on the number of months remaining in the given financial year, commencing from your Date of Joining.

Gratuity will be paid as per Payment of Gratuity Act, 1972.

IBS software

IBS Software Private Limited
Regd. Office: 521 - 524, Nila, Technopark Campus,
Trivandrum 695581, Kerala, India.
CIN: U72200KL2014FTC036668



Suresh
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt,
Pin - 680 597, Kerala

Phone: +91 471 6614200, Fax: +91 471 2700078
E-Mail: Corporateaffairs@ibsplc.com
www.ibsplc.com

ANNEXURE-I**

Name : Jisni Johnson P
 Designation : Analyst Programmer
 Grade : G3
 Location : Chennai

S. No.	Components	Monthly (INR)	Annually (INR)
A	Fixed Component		
1	Basic Pay	10000	120000
2	House Rent Allowance	5000	60000
3	Supplementary Allowance	14386	172632
4	Leave Travel Allowance	1667	20004
	Sub Total (A)	31053	372636
B	Retiral Benefits (Employer Contribution)		
1	P.F	1800	21600
2	Gratuity	481	5770
	Sub Total (B)	2281	27310
C	Total (A) + (B)	33334	400006
D	Total Cost to Company	400006	

(All incidences of tax to be borne by the employee as per the prevalent income tax rules)

Note: You will be covered as per Hospitalization Insurance / Personal accidental Insurance policies prevailing in our organization upon your conversion to full time employment.

Authorized Signatory

Kokila P Manager - Human Resources

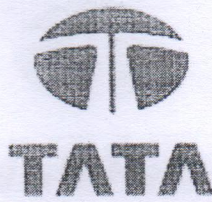


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 Pampady, Thiruvilwamala, Thirissur Dt.
 Pin: 686971 Kerala

I have understood the above distribution of salary components and the same is acceptable to me.

Signature Name

Date



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

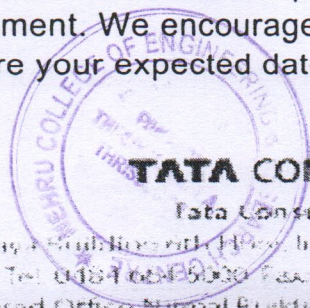
It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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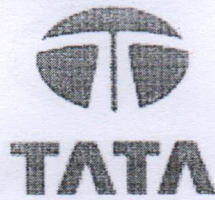
Tata Consultancy Services Limited

Mumbai Building, 9th Floor, Nariman Point, Kurla, Mumbai 400 021

Tel: 0184 664 5255 Fax: 0184 664 5255 Website: www.tcs.com

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

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Pampady, Thiruvilwamala, Thiruvananthapuram
Pin - 680 597, Kerala



confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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Engineering and Research Centre

Memaya Building, 1st Floor, Indrapark, Kozhikode PO, Kozhikode, Kerala

Tel: 0484 664 6000 Fax: 0484 664 5256 Website: www.tcs.com

Registered Office: Naral Building, 9th Floor, Naralman Point, Mumbai-400 021

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Nehru College of



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

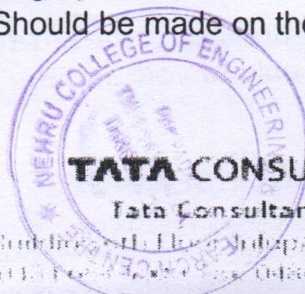
20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

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time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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GROSS SALARY SHEET

Annexure 1

Name	Arathi Chandrabose
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

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

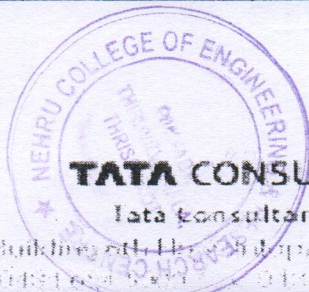
**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

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

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

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Registered Office: Normal Building, 6th Floor, Nariman Point, Mumbai 400 021



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

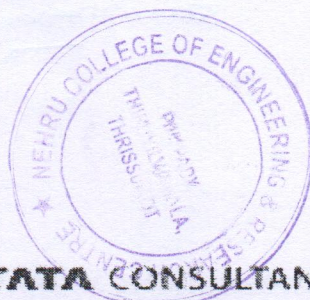
11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



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Corporate Office: 20th Floor, Nariman Point, Mumbai 400 021
Website: www.tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20218249038/Chennai
Date: 03/11/2021

Ms. Divya Mv
Mankurussi VariamMankara,
Bhagavathy Temple,
Palakkad-678613,
Kerala.
Tel# 91-9497856168

Dear Divya Mv,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,53,578/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

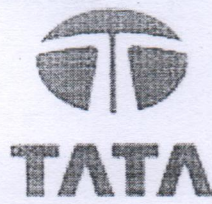
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21/21/24 Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119, Tamil Nadu India

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



Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹15,000/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹6,000/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹1,035/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Registered Office: 3rd Floor, 9th Floor, Nariman Point, Mumbai 400 021

Phone: +91 22 6677 2255 Fax: +91 22 6677 2255 Website: www.tcs.com

Registered Office: 3rd Floor, 9th Floor, Nariman Point, Mumbai 400 021

Savitri Prasad
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597 Kerala

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

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

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

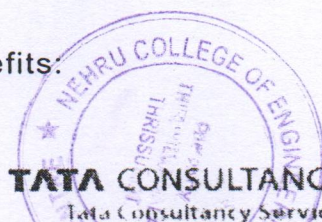
OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

40th Fl, 24, Kumaran Nagar, Sholkgal, Old Mahabalipuram, Chennai 600 139 Tamil Nadu India

Regd. Office: 14th Floor, Nariman Point, Mumbai 400 021

Registered Office: 14th Floor, Nariman Point, Mumbai 400 021

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Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.
- ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

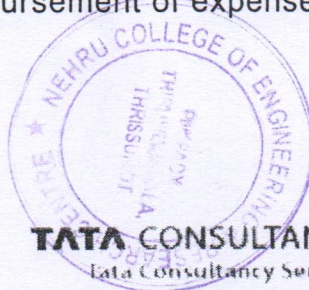
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

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Pin - 680 597, Kerala

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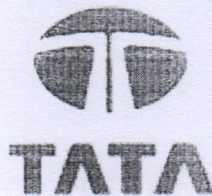
TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

1. 1. K. P. Road, N. P. Road, Old Mahalingapuram, Chennai 600 119 Tamil Nadu India

2. 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

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Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board /University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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TCS is a public company listed on the stock exchange. Email: careers@tcs.com



Saujanya
PRINCIPAL

Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment,

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Tata Consultancy Services Limited

Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Kerala

21/21/24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2585 Website: www.tcs.com

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

TCS is a registered service provider of the Government of India under the Information Technology Act, 2008.

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business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

11. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

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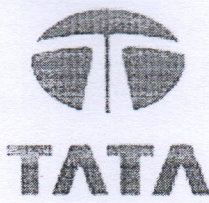
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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

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19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the **nextstep portal** as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
 - Aadhaar Card
 - Standard X and XII/Diploma mark sheets & Certificate
 - Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
 - Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
 - Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
 - Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
 - Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
 - Passport / Acknowledgement letter of passport application
 - Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
 - 4 passport sized photographs
 - Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
 - An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - If you were employed, a formal Relieving letter & Experience letter from your previous employer
- The original documents will be returned to you after verification.

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In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

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. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

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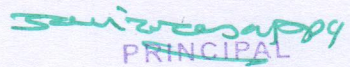
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(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



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Registered Office: 101, Nariman Point, Mumbai 400 021

Branch Office: 101, Nariman Point, Mumbai 400 021

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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.


Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

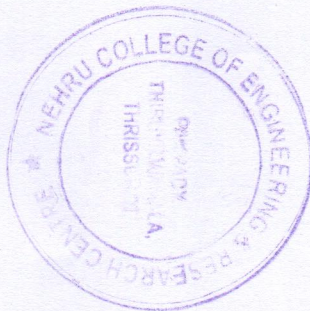
For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xplore Centres
- Annexure 3: Confidentiality and IP Terms



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Pin - 680 597, Kerala

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Registered Office: K. K. Birla Nagar, Sholing Salai, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 2718 2022 Fax: 91 44 6010 2005 Website: www.tcs.com
Registered Office: Nariman Point, 9th Floor, Nariman Point, Mumbai 400 021
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GROSS SALARY SHEET

Annexure 1

Name	Divya Mv
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	8,785	1,05,420
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
TOTAL GROSS	28,807	3,53,578
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

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

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

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

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

Component Category	Monthly	Annual
House Rent Allowance	6,000	72,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	1,035	12,420
GROSS BOUQUET OF BENEFITS	8,785	1,05,420

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Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

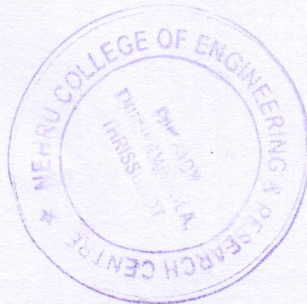
(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



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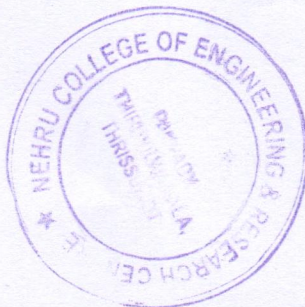


2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



Sainath

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

TCS is a public limited company. CMC 1000 200 2511 E-mail: hr@tcs.com



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

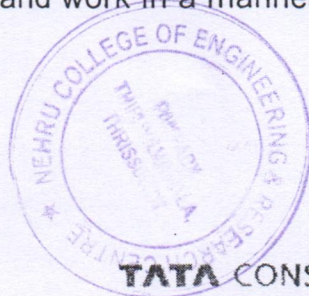
7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

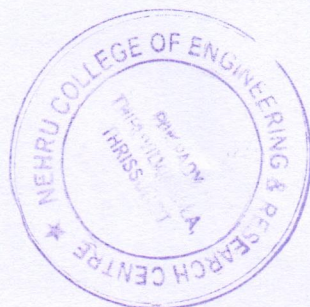
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



Sanjay S. S.
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13th Floor, TCS Building, 100, Nariman Point, Mumbai 400 021 India



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

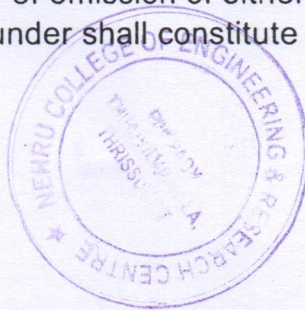
11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



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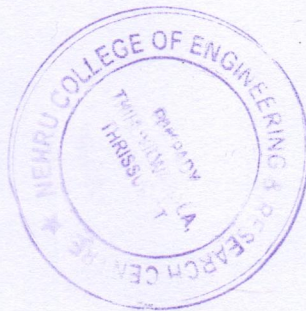
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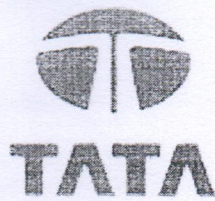


(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Zaniraj
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Pin - 680 597, Kerala



Offer: Computer Consultancy
Ref: TCSL/DT20218267257/Trivandrum
Date: 03/11/2021

Ms. Arathy S
Perumbayil HouseChimbukad Post , Valuparamb,
Kuthannur,
Palakkad-678721,
Kerala.
Tel# 91-6282691062

Dear Arathy S,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

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

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

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

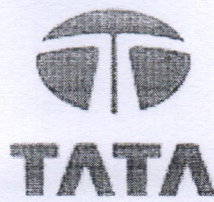
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Sourabh
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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

Sauvrasappa

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Registered Office: 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

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PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

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

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

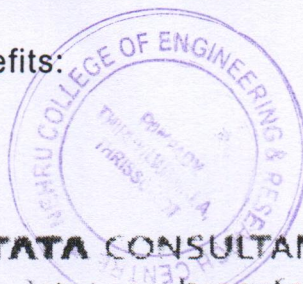
You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:



Southern
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thiruvananthapuram
Pin - 680 597, Kerala

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Registered Office: TCS Building, 100, Lakeside Road, Colaba, Mumbai - 400 025, India

Head Office: TCS Building, 100, Lakeside Road, Colaba, Mumbai - 400 025, India. Website: www.tcs.com

Regional Office: TCS Building, 100, Lakeside Road, Colaba, Mumbai - 400 025, India. Phone: 400 021



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12,00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

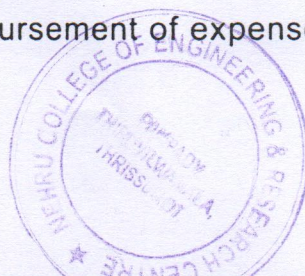
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.



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PRINCIPAL

Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

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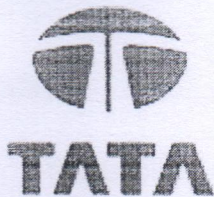
TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Corporate Headquarters: Plot No. 1, Indrapark, Koyamangalam PO, Kochi 682 030 India

Registered Office: Plot No. 1, Indrapark, Koyamangalam PO, Kochi 682 030 India. Website: www.tcs.com

Registered Office: Plot No. 1, Indrapark, Koyamangalam PO, Kochi 682 030 India. Website: www.tcs.com



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RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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Signature

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Nehru College of
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Pampady, Thiruvilwamala, Thrissur Dt.
Kerala
Ph: 686 697 6000

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3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a

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PRINCIPAL
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Engineering and Research Centre
Pamundu, Thrissur
Pin - 680 597, Kerala

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Shriyaya Building 6th Floor, Indiapark, Kusunjeri PO, Kochi 682 030 India
Tel: 0484 664 5000 Fax: 0484 664 5255 Website: www.tcs.com
Registered Office: Narmal Building, 9th Floor, Nariman Point, Mumbai 400 021



confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL:

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by

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Registered Office: National Building, 9th Floor, Malabar Point, Munnar, Kerala, India
Pin: 688 597, Kerala

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Pin: 688 597, Kerala



TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

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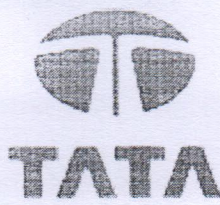
Tata Consultancy Services Limited

Chennai: 4th Floor, Park Road, Anna Nagar, Chennai 600 022 India

Delhi: 9th Floor, Connaught Place, Connaught Place, New Delhi 110 048 India

Mumbai: 9th Floor, Nariman Point, Nariman Point, Mumbai 400 021 India


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- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

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

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time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

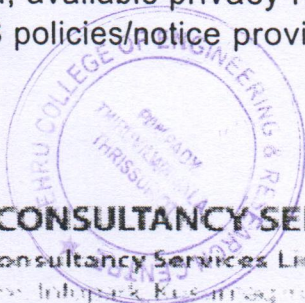
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Tata Consultancy Services Limited

Mumbai Building 5th Floor, Indrapark, Kurla, Mumbai-400 080 India

For more information, please visit our website: www.tcs.com

Corporate Office: 2nd Floor, Vignana Vinayaka Building, Anna Nagar, Chennai-600 021



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Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.


We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

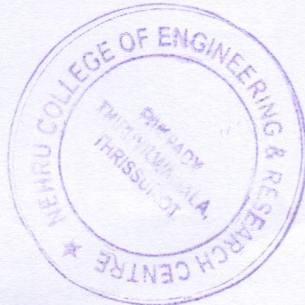
Girish V. Nandimath

**Girish V. Nandimath
Global Head Talent Acquisition & AIP**



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

- Encl: Annexure 1: Benefits and Gross Salary
- Annexure 2: List of TCS Xplore Centres
- Annexure 3: Confidentiality and IP Terms



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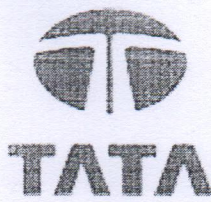
TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

One Tata Centre, 10th Floor, Indrapark, Koyamangalam, Kochi-682 030 India

Tel: +91 44 2220 4000 Fax: +91 44 2220 4001 Website: www.tcs.com

Registered Office: 10th Floor, Indrapark, Koyamangalam, Mumbai-400 021



GROSS SALARY SHEET

Annexure 1

Name	Arathy S
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

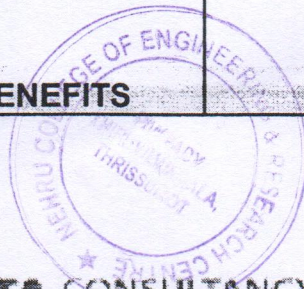
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

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

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

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

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752



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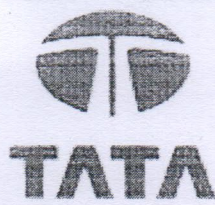
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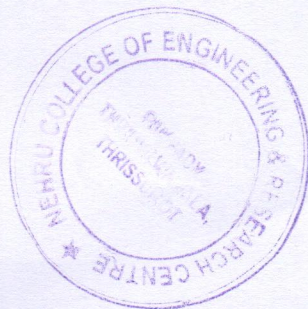
Tel: 0184 664 5000 Fax: 0184 664 5255 Website: www.tcs.com

Registered Office: Normal Building, 6th Floor, Nariman Point, Mumbai 400 021



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

100th Cross, Suburb, 4th Floor, Infopark, Kuzhupatti PO, Kochi-682 030 India

Call: 022 6161 1000 Fax: 022 6161 5255 Website: www.tcs.com

Registered Office: Narayana Complex, 5th Floor, Plot No. 40, East, Mumbai-400 021



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

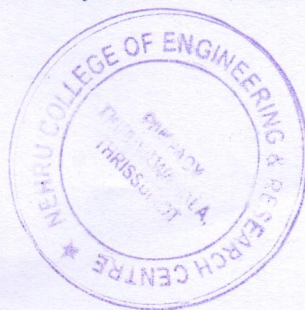
(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



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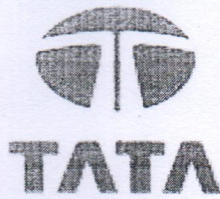
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Tata Consultancy Services Limited

Registered Office: 200, Narimann Road, 6th Floor, Narimann Point, Mumbai - 400 021, India
Website: www.tcs.com
Registered Office: National Building, 8th Floor, Narimann Point, Mumbai - 400 021

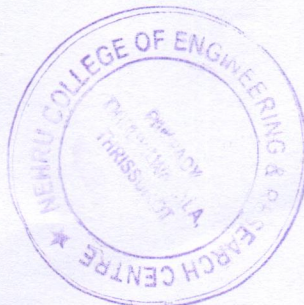


2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



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4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

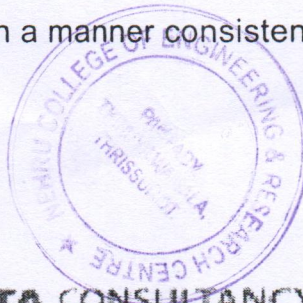
7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



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TATA CONSULTANCY SERVICES

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100, Colaba, South Block, Indrapark, Post Bag No. 10, Kochi 682 030 India

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100, Colaba, South Block, Indrapark, Post Bag No. 10, Kochi 682 030 India



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

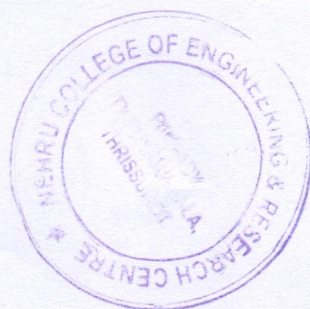
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Mishra Building, 6th Floor, Indrapark, Kusunjeri PO, Kochi 682 050 India

Tel: 0484 604 5600 Fax: 0484 604 5255 Website: www.tcs.com

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



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

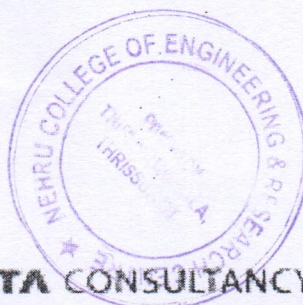
11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



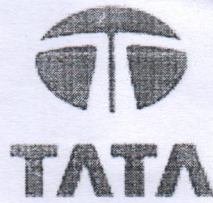
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TATA CONSULTANCY SERVICES

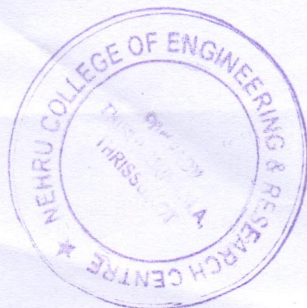
Tata Consultancy Services Limited

Registered Office: 100, Lakeside, Kurla, Mumbai - 400 025, India
TCS Client Care Centre: 1800 438 888 Website: www.tcs.com
TCS India Pvt. Ltd. Registered Office: 100 Lakeside, Kurla, Mumbai - 400 025



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Sarivasappu

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Pin - 680 597, Kerala

21-Mar-2022

GREESHMA K

8/704 Greeshmam kunnamkulangara pirayiri palakkad Ayyapankavu pirayiri , Palakkad, Kerala, India

Mobile No: +91-7907970647

E-mail ID: greeshmaarjun020@gmail.com

Dear GREESHMA K,

Offer letter: Business Development Executive - CASA - Coimbatore

1. With reference to your application for appointment and subsequent interview, we are pleased to offer you the position of **Business Development Executive - CASA - Coimbatore** on the terms and conditions given in the succeeding paras.

Posting

2. Place of Posting: You will be posted initially at Coimbatore Zonal Office office Coimbatore. However, you will also be subjected to transfers to any of the branches/ offices of the Bank solely at its discretion.

3. Date of Joining: As discussed, you are required to join for duty latest by 31-Mar-2022. The date on which you join the above office / branch will be reckoned as your date of joining in the service of the Bank.

4. Reporting: The position will report to the John A L. However, your title, responsibilities and reporting lines can be changed at any point of time based on organizational necessity and as decided by the Board and / or Management acting in the best interest of the Bank.

Compensation

5. You will be eligible for a consolidated pay on Cost to the Company (CTC), basis of Rs 3,00,000.00(Three Lakhs) per annum. The detailed salary structure is attached at **Appendix A**.

6. Your salary is confidential and should not be discussed with anyone other than your reporting authority and HR Department.

Probation and Confirmation

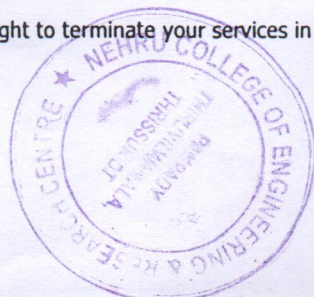
7. You will be on probation for a period of One Year. Your performance will be evaluated regularly, and the Bank at its discretion, may confirm your service, on successful completion of probation period.

8. The Bank is at liberty to extend your probation period for any further period or terminate your services without notice or without assigning any reason whatsoever.

Performance

9. Attainment/achievement of key deliverables are the primary consideration for your recruitment and employment. You are, therefore, required to continuously improve your performance and excel in your profession in the service of the Bank. You will be subject to a performance review, as per policy of the Bank. You will be given increment and opportunity for promotion, subject to availability of vacancy and policy of the Bank, at the sole discretion of the Bank.

10. The Bank reserves the right to terminate your services in the event of under-performance of your duties, responsibilities and key deliverables.



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Code of Conduct

21. **Confidentiality:** In the course of employment with the Bank, you may receive or be made privy to confidential and proprietary information including information relating to the Bank, its customers, licensors that is not publicly available, trade secrets, salary details of the employees and property protected by intellectual property rights. You shall not, directly or indirectly, during the tenure of your employment with the Bank or thereafter, reveal, disclose or make known to the public or any person, entity, or use for your own benefit or the benefit of any third person any confidential information acquired during the course of employment. Any information that you obtain from time to time regarding the Bank's processes, methods or business practices and client information etc., should be treated as being of the utmost confidential character and you shall not divulge any such information to anyone, unless authorized by a Competent Authority. You will return all documents, papers etc., relating to the affairs of the Bank or any other material that you may have in your possession on termination / resignation / absconding of service from either side. Any confidential information regarding the Bank or its customers acquired during the course of your duties should not be used by you in any context, while in service and /or after the termination / resignation / absconding of service. The Bank is entitled to take legal action on any breach of the above obligation by you.

22. **Exclusivity:** During the period of your employment with the Bank, you shall exclusively serve the Bank and will not engage or become interested, directly or indirectly, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Bank and/or your duties and obligations to the Bank.

23. **IT Security Practice & Procedures:** During the service with the bank, you will adhere to the IT Security Practices & Procedures as prescribed by Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

24. **Membership in Other Organisations:** During the period of your employment with the Bank, you will not seek membership of any local or public body or political organization without obtaining prior permission in writing from the Board or its delegated authorities.

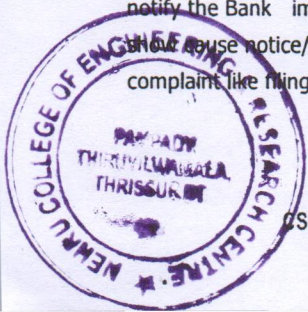
25. During the course of your services with Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of termination by the Bank.

26. During the period of your service with Bank you will not take part in nor organise any demonstration/agitation against Bank and its official(s) either on your behalf or on behalf of other persons either inside the Bank or otherwise, any external bodies/political outfits- either as a member or as sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of Bank would amount to breach of employment contract leading to initiation of appropriate action.

27. **Non-Competition:** As by virtue of your position in the Bank, you will be privy to business sensitive, strategic and confidential information of the Bank, you will need to agree that during the term of your service with the Bank, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Bank in India or elsewhere. During the term of your service with the Bank, you shall under no circumstances be employed in or work for or operate or participate, either directly or indirectly, in a business which is directly or indirectly in the same line of business with any Bank / Financial Institution.

28. In the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of 6 months from the date of such cessation, directly or indirectly, either your own accord or in conjunction with any other person(s) or organization refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Bank to join the services of your new employer/organization or any other competitor of Bank. Any such act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by Bank.

29. Please note that while joining the services of the Bank and during the term of employment with Bank, you would be required to notify the Bank immediately with the details of civil or criminal cases instituted against you in any court of law or any complaint / notice of case notice/prosecution with/by any police station or by any statutory authority, as also you will notify any outcome of such complaint like filing of chargesheet/arrest/conviction/acquittal/discharge. Any act in breach of this term would entail initiation of



Savinayappan

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appropriate action as deemed fit by Bank.

30. The Bank expects resolution of issues relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. Please note that any attempt to bring any outside influence – directly or indirectly – upon any authority to further your interest(s) in respect of matters pertaining to your services with Bank would breach of employment contract leading to initiation of appropriate action.

31. During the Bank's employment term, you will not indulge in acts of commission/omission which maybe prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

32. You will abide by the policies, rules and regulations and internal guidelines of the Bank, which are in force, and any additions and / or alterations that may be made thereto from time to time, by the Management.

33. At the sole discretion of the Bank, your services are liable to be terminated without any notice or salary in lieu thereof in the event of your involvement in any serious misconduct, misdemeanor, or any offence which may or may not be directly connected with the business of the Bank.

34. **Dress Code:** You shall always maintain a business like formal dress code and appearance, in tune with the policy / norms of the Bank.

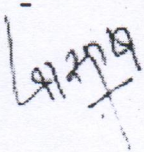
35. You will be bound by the instruction / guidelines/ circulars issued by the Bank, RBI and regulators from time to time.
You will keep Bank informed of any change in your residential address/contact details.

Acceptance of the Offer Letter

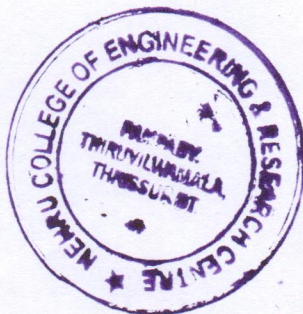
36. If you are agreeable to the terms and conditions of this Offer letter, please accept the same through your account on career portal.

37. We look forward to your joining Team CSB.

Thanking you,
Yours Sincerely,



(Vastav Pandya)
Human Resources
For CSB Bank



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Pin - 680 597, Kerala

APPENDIX - A

Compensation and Benefits

Name: GREESHMA K

Designation: Business Development Executive - CASA - Colmbatore

Pay Component	Monthly Amount	Annual Amount
CTC		
Gross Salary	23750	285000
Basic & DA	12500	150000
HRA	6250	75000
Conveyance	250	3000
Education Allowance	200	2400
Bonus	1500	18000
Medical Allowance	250	3000
Canteen Allowance	250	3000
Special Allowance	2175	26100
CCA	375	4500
Retirals	1250	15000
NPS (10% of Basic Pay)	1250	15000
Total (Retiring Benefits)	1250	15000
Total CTC	25000	300000
Total CTC	25000	300000

Notes:

- (a) *Bonus includes statutory bonus, if any, as applicable as per policy
- (b) The incentive/ Performance bonus will be entitled, as applicable for the post, as per the policy of the Bank
- (c) CCA will be based on the place of posting
- (d) Gratuity will be paid as per Gratuity Act 1972
- (e) Professional Tax, Income Tax, and other deductions will be made as per statute.
- (f) You will be covered under medical insurance as per Bank policy

Handwritten signature/initials

(Vastav Pandya)
Human Resources
For CSB Bank

Handwritten signature in green ink

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25-Mar-2022

ANASWARA P

Pottachira house Cherumundassery PO Ambalapara Ottapalam Pottachira house, Cherumundassery PO, Ambalapara, Ottaplam, Palakkad, Kerala, Palakkad, Kerala, India

Mobile No: +91-6282535590

E-mail ID: anaswarachinju2000@gmail.com

Dear ANASWARA P,

Offer letter: Business Development Executive - CASA - Bangalore

1. With reference to your application for appointment and subsequent interview, we are pleased to offer you the position of **Business Development Executive - CASA - Bangalore** on the terms and conditions given in the succeeding paras.

Posting

2. **Place of Posting:** You will be posted initially at **Bangalore City office Bangalore Urban**. However, you will also be subjected to transfers to any of the branches/ offices of the Bank solely at its discretion.

3. **Date of Joining:** As discussed, you are required to join for duty latest by **28-Mar-2022**. The date on which you join the above office / branch will be reckoned as your date of joining in the service of the Bank.

4. **Reporting:** The position will report to the **Sreenivasan M P**. However, your title, responsibilities and reporting lines can be changed at any point of time based on organizational necessity and as decided by the Board and / or Management acting in the best interest of the Bank.

Compensation

5. You will be eligible for a consolidated pay on Cost to the Company (CTC), basis of Rs **3,00,000.00(Three Lakhs) per annum**. The detailed salary structure is attached at **Appendix A**.

6. Your salary is confidential and should not be discussed with anyone other than your reporting authority and HR Department.

Probation and Confirmation

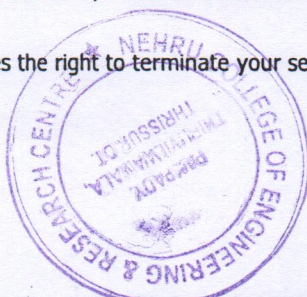
7. You will be on probation for a period of One Year. Your performance will be evaluated regularly, and the Bank at its discretion, may confirm your service, on successful completion of probation period.

8. The Bank is at liberty to extend your probation period for any further period or terminate your services without notice or without assigning any reason whatsoever.

Performance

9. Attainment/achievement of key deliverables are the primary consideration for your recruitment and employment. You are, therefore, required to continuously improve your performance and excel in your profession in the service of the Bank. You will be subject to a performance review, as per policy of the Bank. You will be given increment and opportunity for promotion, subject to availability of vacancy and policy of the Bank, at the sole discretion of the Bank.

10. The Bank reserves the right to terminate your services in the event of under-performance of your duties, responsibilities and key deliverables.



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Code of Conduct

21. **Confidentiality:** In the course of employment with the Bank, you may receive or be made privy to confidential and proprietary information including information relating to the Bank, its customers, licensors that is not publicly available, trade secrets, salary details of the employees and property protected by intellectual property rights. You shall not, directly or indirectly, during the tenure of your employment with the Bank or thereafter, reveal, disclose or make known to the public or any person, entity, or use for your own benefit or the benefit of any third person any confidential information acquired during the course of employment. Any information that you obtain from time to time regarding the Bank's processes, methods or business practices and client information etc., should be treated as being of the utmost confidential character and you shall not divulge any such information to anyone, unless authorized by a Competent Authority. You will return all documents, papers etc., relating to the affairs of the Bank or any other material that you may have in your possession on termination / resignation / absconding of service from either side. Any confidential information regarding the Bank or its customers acquired during the course of your duties should not be used by you in any context, while in service and /or after the termination / resignation / absconding of service. The Bank is entitled to take legal action on any breach of the above obligation by you.

22. **Exclusivity:** During the period of your employment with the Bank, you shall exclusively serve the Bank and will not engage or become interested, directly or indirectly, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Bank and/or your duties and obligations to the Bank.

23. **IT Security Practice & Procedures:** During the service with the bank, you will adhere to the IT Security Practices & Procedures as prescribed by Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

24. **Membership in Other Organisations:** During the period of your employment with the Bank, you will not seek membership of any local or public body or political organization without obtaining prior permission in writing from the Board or its delegated authorities.

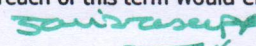
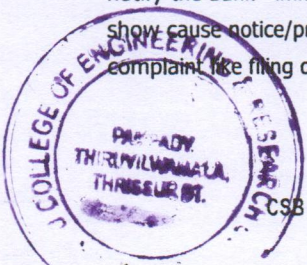
25. During the course of your services with Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of termination by the Bank.

26. During the period of your service with Bank you will not take part in nor organise any demonstration/agitation against Bank and its official(s) either on your behalf or on behalf of other persons either inside the Bank or otherwise, any external bodies/political outfits- either as a member or as sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of Bank would amount to breach of employment contract leading to initiation of appropriate action.

27. **Non-Competition:** As by virtue of your position in the Bank, you will be privy to business sensitive, strategic and confidential information of the Bank, you will need to agree that during the term of your service with the Bank, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Bank in India or elsewhere. During the term of your service with the Bank, you shall under no circumstances be employed in or work for or operate or participate, either directly or indirectly, in a business which is directly or indirectly in the same line of business with any Bank / Financial Institution.

28. In the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of 6 months from the date of such cessation, directly or indirectly, either your own accord or in conjunction with any other person(s) or organization refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Bank to join the services of your new employer/organization or any other competitor of Bank. Any such act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by Bank.

29. Please note that while joining the services of the Bank and during the term of employment with Bank, you would be required to notify the Bank immediately with the details of civil or criminal cases instituted against you in any court of law or any complaint / show cause notice/prosecution with/by any police station or by any statutory authority, as also you will notify any outcome of such complaint like filing of chargesheet/arrest/conviction/acquittal/discharge. Any act in breach of this term would entail initiation of

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appropriate action as deemed fit by Bank.

30. The Bank expects resolution of issues relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. Please note that any attempt to bring any outside influence – directly or indirectly – upon any authority to further your interest(s) in respect of matters pertaining to your services with Bank would breach of employment contract leading to initiation of appropriate action.

31. During the Bank's employment term, you will not indulge in acts of commission/omission which maybe prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

32. You will abide by the policies, rules and regulations and internal guidelines of the Bank, which are in force, and any additions and / or alterations that may be made thereto from time to time, by the Management.

33. At the sole discretion of the Bank, your services are liable to be terminated without any notice or salary in lieu thereof in the event of your involvement in any serious misconduct, misdemeanor, or any offence which may or may not be directly connected with the business of the Bank.

34. **Dress Code:** You shall always maintain a business like formal dress code and appearance, in tune with the policy / norms of the Bank.

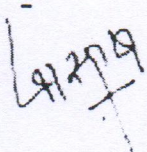
35. You will be bound by the instruction / guidelines/ circulars issued by the Bank, RBI and regulators from time to time.
You will keep Bank informed of any change in your residential address/contact details.

Acceptance of the Offer Letter

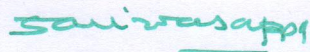
36. If you are agreeable to the terms and conditions of this Offer letter, please accept the same through your account on career portal.

37. We look forward to your joining Team CSB.

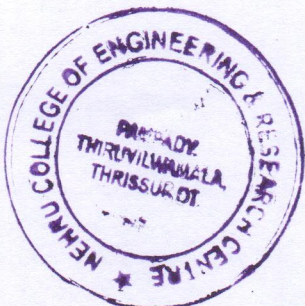
Thanking you,
Yours Sincerely,



(Vastav Pandya)
Human Resources
For CSB Bank



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Pin - 680 597, Kerala



24-Mar-2022

Arya M S

Sukrutham Bhagavathy Nagar Ind-Estate Puduppariyarm olavakkode 678731 Sukrutham bhagavathy Nagar ind estate puduppariyaram olavakkode palakkad, Olavakkode, Kerala, India

Mobile No: +91-6238507815

E-mail ID: aryasuresh1599@gmail.com

Dear Arya M S,

Offer letter: Business Development Executive - CASA - Colmbatore

1. With reference to your application for appointment and subsequent interview, we are pleased to offer you the position of **Business Development Executive - CASA - Colmbatore** on the terms and conditions given in the succeeding paras.

Posting

2. **Place of Posting:** You will be posted initially at **Colmbatore Zonal Office** office Colmbatore. However, you will also be subjected to transfers to any of the branches/ offices of the Bank solely at its discretion.

3. **Date of Joining:** As discussed, you are required to join for duty latest by **28-Mar-2022**. The date on which you join the above office / branch will be reckoned as your date of joining in the service of the Bank.

4. **Reporting:** The position will report to the **John A L**. However, your title, responsibilities and reporting lines can be changed at any point of time based on organizational necessity and as decided by the Board and / or Management acting in the best interest of the Bank.

Compensation

5. You will be eligible for a consolidated pay on Cost to the Company (CTC), basis of **Rs 3,00,000.00(Three Lakhs) per annum**. The detailed salary structure is attached at **Appendix A**.

6. Your salary is confidential and should not be discussed with anyone other than your reporting authority and HR Department.

Probation and Confirmation

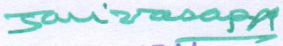
7. You will be on probation for a period of **One Year**. Your performance will be evaluated regularly, and the Bank at its discretion, may confirm your service, on successful completion of probation period.

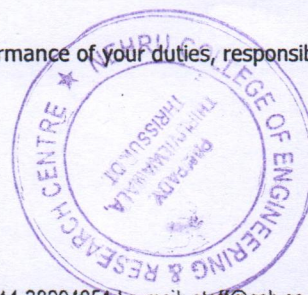
8. The Bank is at liberty to extend your probation period for any further period or terminate your services without notice or without assigning any reason whatsoever.

Performance

9. Attainment/achievement of key deliverables are the primary consideration for your recruitment and employment. You are, therefore, required to continuously improve your performance and excel in your profession in the service of the Bank. You will be subject to a performance review, as per policy of the Bank. You will be given increment and opportunity for promotion, subject to availability of vacancy and policy of the Bank, at the sole discretion of the Bank.

10. The Bank reserves the right to terminate your services in the event of under-performance of your duties, responsibilities and key deliverables.


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Testimonials

11. You are required to submit the documents during onboarding process. You will also be required to produce the original certificates for verification on the first day of joining.

Leave

12. In addition to the statutory and Bank/public holidays in India and any other holidays declared by the Bank, you will be eligible of leave as per Leave and Working Hours Policy for CTC staff. This includes 12 days of Casual Leave, 10 days Sick Leave on pro-rata basis.

13. You will also be eligible for Earned Leave of 24 days on completion of 12 months of service; Maternity Leave of 182 days / 7 days of Paternity Leave as per eligibility specified, as per Leave and Working Hours Policy for CTC staff.

14. Your employment is liable to be terminated if you absent yourself from the services of the Bank, without prior written permission or overstay of sanctioned leave, except in cases of medical exigencies duly supported by medical certificate.

Reference Check and Background Verification

15. This offer of appointment is subject to obtaining satisfactory responses to reference checks.

16. Your employment in the Bank is also subject to satisfactory verification of the certificates, testimonials and personal particulars/credentials submitted by you. The Bank reserves the right to carry out a background check (including criminal history record search, medical history search, education & previous employment and personal details verification) through nominated third party/agencies.

17. In the event that such verification or background search reveals any discrepancy in the statement(s) made in your application for employment or bio data/curriculum vitae submitted to the Bank, your appointment shall be deemed to be invalid and you shall be liable to be discharged from your services by the Bank forthwith.

Resignation / Termination of Service

18. You shall provide 90 Days notice, should you wish to resign from the services of the Bank. Date of relieving will be at the sole discretion of the Bank.

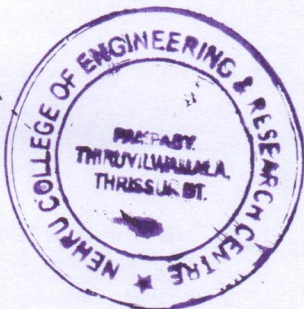
19. You will not be permitted to adjust any accumulated leave in your credit including accruals against the notice period.

20. In addition to what has already been mention in the foregoing, your service with Bank are liable to be terminated:

(a) By giving 90 days' notice or notice pay in lieu thereof.

(b) Any breach of the conditions mentioned in this letter on your part.

(c) Any breach of the instruction/guidelines/circulars issued by the Bank, the RBI and regulators as applicable or made applicable to you from time to time.



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Pin - 680 597, Kerala

Code of Conduct

21. **Confidentiality:** In the course of employment with the Bank, you may receive or be made privy to confidential and proprietary information including information relating to the Bank, its customers, licensors that is not publicly available, trade secrets, salary details of the employees and property protected by intellectual property rights. You shall not, directly or indirectly, during the tenure of your employment with the Bank or thereafter, reveal, disclose or make known to the public or any person, entity, or use for your own benefit or the benefit of any third person any confidential information acquired during the course of employment. Any information that you obtain from time to time regarding the Bank's processes, methods or business practices and client information etc., should be treated as being of the utmost confidential character and you shall not divulge any such information to anyone, unless authorized by a Competent Authority. You will return all documents, papers etc., relating to the affairs of the Bank or any other material that you may have in your possession on termination / resignation / absconding of service from either side. Any confidential information regarding the Bank or its customers acquired during the course of your duties should not be used by you in any context, while in service and /or after the termination / resignation / absconding of service. The Bank is entitled to take legal action on any breach of the above obligation by you.

22. **Exclusivity:** During the period of your employment with the Bank, you shall exclusively serve the Bank and will not engage or become interested, directly or indirectly, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Bank and/or your duties and obligations to the Bank.

23. **IT Security Practice & Procedures:** During the service with the bank, you will adhere to the IT Security Practices & Procedures as prescribed by Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

24. **Membership in Other Organisations:** During the period of your employment with the Bank, you will not seek membership of any local or public body or political organization without obtaining prior permission in writing from the Board or its delegated authorities.

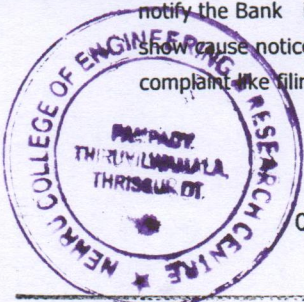
25. During the course of your services with Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of termination by the Bank.

26. During the period of your service with Bank you will not take part in nor organise any demonstration/agitation against Bank and its official(s) either on your behalf or on behalf of other persons either inside the Bank or otherwise, any external bodies/political outfits- either as a member or as sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of Bank would amount to breach of employment contract leading to initiation of appropriate action.

27. **Non-Competition:** As by virtue of your position in the Bank, you will be privy to business sensitive, strategic and confidential information of the Bank, you will need to agree that during the term of your service with the Bank, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Bank in India or elsewhere. During the term of your service with the Bank, you shall under no circumstances be employed in or work for or operate or participate, either directly or indirectly, in a business which is directly or indirectly in the same line of business with any Bank / Financial Institution.

28. In the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of 6 months from the date of such cessation, directly or indirectly, either your own accord or in conjunction with any other person(s) or organization refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Bank to join the services of your new employer/organization or any other competitor of Bank. Any such act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by Bank.

29. Please note that while joining the services of the Bank and during the term of employment with Bank, you would be required to notify the Bank immediately with the details of civil or criminal cases instituted against you in any court of law or any complaint / show cause notice/prosecution with/by any police station or by any statutory authority, as also you will notify any outcome of such complaint like filing of chargesheet/arrest/conviction/acquittal/discharge. Any act in breach of this term would entail initiation of



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Pin - 680 597, Kerala

appropriate action as deemed fit by Bank.

30. The Bank expects resolution of issues relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. Please note that any attempt to bring any outside influence – directly or indirectly – upon any authority to further your interest(s) in respect of matters pertaining to your services with Bank would breach of employment contract leading to initiation of appropriate action.

31. During the Bank's employment term, you will not indulge in acts of commission/omission which maybe prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

32. You will abide by the policies, rules and regulations and internal guidelines of the Bank, which are in force, and any additions and / or alterations that may be made thereto from time to time, by the Management.

33. At the sole discretion of the Bank, your services are liable to be terminated without any notice or salary in lieu thereof in the event of your involvement in any serious misconduct, misdemeanor, or any offence which may or may not be directly connected with the business of the Bank.

34. **Dress Code:** You shall always maintain a business like formal dress code and appearance, in tune with the policy / norms of the Bank.

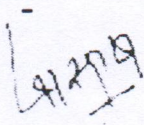
35. You will be bound by the instruction / guidelines/ circulars issued by the Bank, RBI and regulators from time to time.
You will keep Bank informed of any change in your residential address/contact details.

Acceptance of the Offer Letter

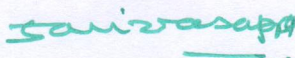
36. If you are agreeable to the terms and conditions of this Offer letter, please accept the same through your account on career portal.

37. We look forward to your joining Team CSB.

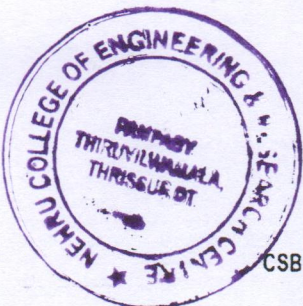
Thanking you,
Yours Sincerely,



(Vastav Pandya)
Human Resources
For CSB Bank



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APPENDIX – A

Compensation and Benefits

Name: Arya M S

Designation: Business Development Executive - CASA - Colmbatore

Pay Component	Monthly Amount	Annual Amount
CTC		
Gross Salary	23750	285000
Basic & DA	12500	150000
HRA	6250	75000
Conveyance	250	3000
Education Allowance	200	2400
Bonus	1500	18000
Medical Allowance	250	3000
Canteen Allowance	250	3000
Special Allowance	2175	26100
CCA	375	4500
Retirals	1250	15000
NPS (10% of Basic Pay)	1250	15000
Total (Retiring Benefits)	1250	15000
Total CTC	25000	300000
Total CTC	25000	300000

Notes:

- (a) *Bonus includes statutory bonus, if any, as applicable as per policy
- (b) The incentive/ Performance bonus will be entitled, as applicable for the post, as per the policy of the Bank
- (c) CCA will be based on the place of posting
- (d) Gratuity will be paid as per Gratuity Act 1972
- (e) Professional Tax, Income Tax, and other deductions will be made as per statute.
- (f) You will be covered under medical insurance as per Bank policy

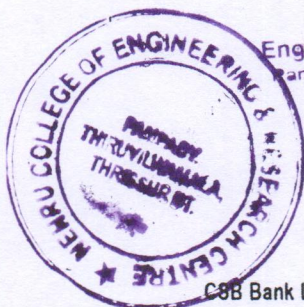
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Schirvasappu

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Palakkad, Cherpulassery, Kerala, India

Business Development Executive - CASA - Chennai

Following your appointment and subsequent interview, we are pleased to offer you the position of **Business Development Executive - CASA - Chennai** on the terms and conditions given in the succeeding paras.

You will be posted initially at Anna Nagar office Chennai. However, you will also be subjected to transfers to any of the offices of the Bank solely at its discretion.

As discussed, you are required to join for duty latest by **28-Mar-2022**. The date on which you join the above office / location shall be reckoned as your date of joining in the service of the Bank.

Reporting: The position will report to the Ganesh A. However, your title, responsibilities and reporting lines can be changed at any time based on organizational necessity and as decided by the Board and / or Management acting in the best interest of the Bank.

Compensation

5. You will be eligible for a consolidated pay on Cost to the Company (CTC), basis of Rs **3,00,000.00 (Three Lakhs) per annum**. The detailed salary structure is attached at **Appendix A**.

6. Your salary is confidential and should not be discussed with anyone other than your reporting authority and HR Department.

Probation and Confirmation.

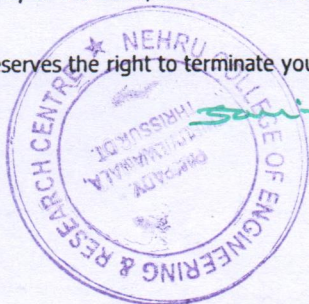
7. You will be on probation for a period of One Year. Your performance will be evaluated regularly, and the Bank at its discretion, may confirm your service, on successful completion of probation period.

8. The Bank is at liberty to extend your probation period for any further period or terminate your services without notice or without assigning any reason whatsoever.

Performance

9. Attainment/achievement of key deliverables are the primary consideration for your recruitment and employment. You are, therefore, required to continuously improve your performance and excel in your profession in the service of the Bank. You will be subject to a performance review, as per policy of the Bank. You will be given increment and opportunity for promotion, subject to availability of vacancy and policy of the Bank, at the sole discretion of the Bank.

10. The Bank reserves the right to terminate your services in the event of under-performance of your duties, responsibilities and key deliverables.



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Testimonials

11. You are required to submit the documents during onboarding process. You will also be required to produce the original certificates for verification on the first day of joining.

Leave

12. In addition to the statutory and Bank/public holidays in India and any other holidays declared by the Bank, you will be eligible of leave as per Leave and Working Hours Policy for CTC staff. This includes 12 days of Casual Leave, 10 days Sick Leave on pro-rata basis.

13. You will also be eligible for Earned Leave of 24 days on completion of 12 months of service; Maternity Leave of 182 days / 7 days of Paternity Leave as per eligibility specified, as per Leave and Working Hours Policy for CTC staff.

14. Your employment is liable to be terminated if you absent yourself from the services of the Bank, without prior written permission or overstay of sanctioned leave, except in cases of medical exigencies duly supported by medical certificate.

Reference Check and Background Verification

15. This offer of appointment is subject to obtaining satisfactory responses to reference checks.

16. Your employment in the Bank is also subject to satisfactory verification of the certificates, testimonials and personal particulars/credentials submitted by you. The Bank reserves the right to carry out a background check (including criminal history record search, medical history search, education & previous employment and personal details verification) through nominated third party/agencies.

17. In the event that such verification or background search reveals any discrepancy in the statement(s) made in your application for employment or bio data/curriculum vitae submitted to the Bank, your appointment shall be deemed to be invalid and you shall be liable to be discharged from your services by the Bank forthwith.

Resignation / Termination of Service

18. You shall provide 90 Days notice, should you wish to resign from the services of the Bank. Date of relieving will be at the sole discretion of the Bank.

19. You will not be permitted to adjust any accumulated leave in your credit including accruals against the notice period.

20. In addition to what has already been mention in the foregoing, your service with Bank are liable to be terminated:

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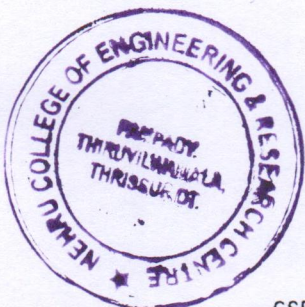
(b) Any breach of the conditions mentioned in this letter on your part.

(c) Any breach of the instruction/guidelines/circulars issued by the Bank, the RBI and regulators as applicable or made applicable to you from time to time.

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Code of Conduct

21. **Confidentiality:** In the course of employment with the Bank, you may receive or be made privy to confidential and proprietary information including information relating to the Bank, its customers, licensors that is not publicly available, trade secrets, salary details of the employees and property protected by intellectual property rights. You shall not, directly or indirectly, during the tenure of your employment with the Bank or thereafter, reveal, disclose or make known to the public or any person, entity, or use for your own benefit or the benefit of any third person any confidential information acquired during the course of employment. Any information that you obtain from time to time regarding the Bank's processes, methods or business practices and client information etc., should be treated as being of the utmost confidential character and you shall not divulge any such information to anyone, unless authorized by a Competent Authority. You will return all documents, papers etc., relating to the affairs of the Bank or any other material that you may have in your possession on termination / resignation / absconding of service from either side. Any confidential information regarding the Bank or its customers acquired during the course of your duties should not be used by you in any context, while in service and /or after the termination / resignation / absconding of service. The Bank is entitled to take legal action on any breach of the above obligation by you.

22. **Exclusivity:** During the period of your employment with the Bank, you shall exclusively serve the Bank and will not engage or become interested, directly or indirectly, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Bank and/or your duties and obligations to the Bank.

23. **IT Security Practice & Procedures:** During the service with the bank, you will adhere to the IT Security Practices & Procedures as prescribed by Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

24. **Membership in Other Organisations:** During the period of your employment with the Bank, you will not seek membership of any local or public body or political organization without obtaining prior permission in writing from the Board or its delegated authorities.

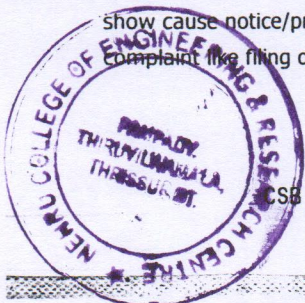
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26. During the period of your service with Bank you will not take part in nor organise any demonstration/agitation against Bank and its official(s) either on your behalf or on behalf of other persons either inside the Bank or otherwise, any external bodies/political outfits- either as a member or as sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of Bank would amount to breach of employment contract leading to initiation of appropriate action.

27. **Non-Competition:** As by virtue of your position in the Bank, you will be privy to business sensitive, strategic and confidential information of the Bank, you will need to agree that during the term of your service with the Bank, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Bank in India or elsewhere. During the term of your service with the Bank, you shall under no circumstances be employed in or work for or operate or participate, either directly or indirectly, in a business which is directly or indirectly in the same line of business with any Bank / Financial Institution.

28. In the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of 6 months from the date of such cessation, directly or indirectly, either your own accord or in conjunction with any other person(s) or organization refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Bank to join the services of your new employer/organization or any other competitor of Bank. Any such act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by Bank.

29. Please note that while joining the services of the Bank and during the term of employment with Bank, you would be required to notify the Bank immediately with the details of civil or criminal cases instituted against you in any court of law or any complaint / show cause notice/prosecution with/by any police station or by any statutory authority, as also you will notify any outcome of such complaint like filing of chargesheet/arrest/conviction/acquittal/discharge. Any act in breach of this term would entail initiation of



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Pin - 680 597, Kerala

CSB Bank Ltd.: HR Department, Rani Seethai Hall, Chennai - 600 006 | Ph: 044-28204951 | e-mail: staff@csb.co.in
Regd. Office: CSB Bhavan, St. Mary's College Road, Thrissur, Kerala - 680 020, India.

appropriate action as deemed fit by Bank.

30. The Bank expects resolution of issues relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. Please note that any attempt to bring any outside influence – directly or indirectly – upon any authority to further your interest(s) in respect of matters pertaining to your services with Bank would breach of employment contract leading to initiation of appropriate action.

31. During the Bank's employment term, you will not indulge in acts of commission/omission which maybe prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

32. You will abide by the policies, rules and regulations and internal guidelines of the Bank, which are in force, and any additions and / or alterations that may be made thereto from time to time, by the Management.

33. At the sole discretion of the Bank, your services are liable to be terminated without any notice or salary in lieu thereof in the event of your involvement in any serious misconduct, misdemeanor, or any offence which may or may not be directly connected with the business of the Bank.

34. **Dress Code:** You shall always maintain a business like formal dress code and appearance, in tune with the policy / norms of the Bank.

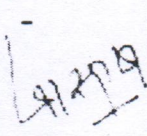
35. You will be bound by the instruction / guidelines/ circulars issued by the Bank, RBI and regulators from time to time.
You will keep Bank informed of any change in your residential address/contact details.

Acceptance of the Offer Letter

36. If you are agreeable to the terms and conditions of this Offer letter, please accept the same through your account on career portal.

37. We look forward to your joining Team CSB.

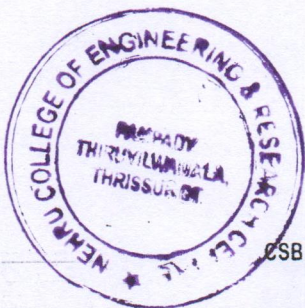
Thanking you,
Yours Sincerely,



(Vastav Pandya)
Human Resources
For CSB Bank



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Pin - 680 597, Kerala



APPENDIX - A

Compensation and Benefits

Name: P Megha Anand

Designation: Business Development Executive - CASA - Chennai

Pay Component	Monthly Amount	Annual Amount
CTC		
Gross Salary	23750	285000
Basic & DA	12500	150000
HRA	6250	75000
Conveyance	250	3000
Education Allowance	200	2400
Bonus	1500	18000
Medical Allowance	250	3000
Canteen Allowance	250	3000
Special Allowance	2175	26100
CCA	375	4500
Retirals	1250	15000
NPS (10% of Basic Pay)	1250	15000
Total (Retiring Benefits)	1250	15000
Total CTC	25000	300000
Total CTC	25000	300000

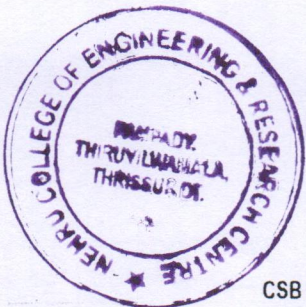
Notes:

- *Bonus includes statutory bonus, if any, as applicable as per policy
- The incentive/ Performance bonus will be entitled, as applicable for the post, as per the policy of the Bank
- CCA will be based on the place of posting
- Gratuity will be paid as per Gratuity Act 1972
- Professional Tax, Income Tax, and other deductions will be made as per statute.
- You will be covered under medical insurance as per Bank policy

(Vastav Pandya)
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Pin - 680 597, Kerala



23-Mar-2022

Sneha Sabu

Valolikkal house Kalluvazhi, Palakkad, Kerala, India

Mobile No: +91-8086913447

E-mail ID: vasnehasabus@gmail.com

Dear Sneha Sabu,

Offer letter: Business Development Executive - CASA - Chennai

1. With reference to your application for appointment and subsequent interview, we are pleased to offer you the position of **Business Development Executive - CASA - Chennai** on the terms and conditions given in the succeeding paras.

Posting

2. Place of Posting: You will be posted initially at **Anna Nagar office Chennai**. However, you will also be subjected to transfers to any of the branches/ offices of the Bank solely at its discretion.

3. Date of Joining: As discussed, you are required to join for duty latest by **28-Mar-2022**. The date on which you join the above office / branch will be reckoned as your date of joining in the service of the Bank.

4. Reporting: The position will report to the **Ganesh A**. However, your title, responsibilities and reporting lines can be changed at any point of time based on organizational necessity and as decided by the Board and / or Management acting in the best interest of the Bank.

Compensation

5. You will be eligible for a consolidated pay on Cost to the Company (CTC), basis of **Rs 3,00,000.00(Three Lakhs) per annum**. The detailed salary structure is attached at **Appendix A**.

6. Your salary is confidential and should not be discussed with anyone other than your reporting authority and HR Department.

Probation and Confirmation


7. You will be on probation for a period of **One Year**. Your performance will be evaluated regularly, and the Bank at its discretion, may confirm your service, on successful completion of probation period.

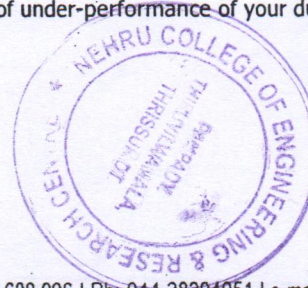
8. The Bank is at liberty to extend your probation period for any further period or terminate your services without notice or without assigning any reason whatsoever.

Performance

9. Attainment/achievement of key deliverables are the primary consideration for your recruitment and employment. You are, therefore, required to continuously improve your performance and excel in your profession in the service of the Bank. You will be subject to a performance review, as per policy of the Bank. You will be given increment and opportunity for promotion, subject to availability of vacancy and policy of the Bank, at the sole discretion of the Bank.

10. The Bank reserves the right to terminate your services in the event of under-performance of your duties, responsibilities and key deliverables.


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Pin - 680 597, Kerala



Testimonials

11. You are required to submit the documents during onboarding process. You will also be required to produce the original certificates for verification on the first day of joining.

Leave

12. In addition to the statutory and Bank/public holidays in India and any other holidays declared by the Bank, you will be eligible of leave as per Leave and Working Hours Policy for CTC staff. This includes 12 days of Casual Leave, 10 days Sick Leave on pro-rata basis.

13. You will also be eligible for Earned Leave of 24 days on completion of 12 months of service; Maternity Leave of 182 days / 7 days of Paternity Leave as per eligibility specified, as per Leave and Working Hours Policy for CTC staff.

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Reference Check and Background Verification

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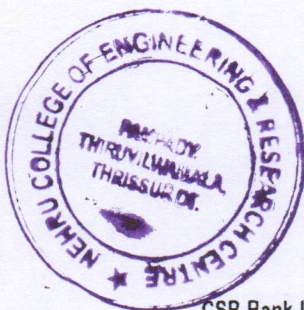
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(a) By giving 90 days' notice or notice pay in lieu thereof.

(b) Any breach of the conditions mentioned in this letter on your part.

(c) Any breach of the instruction/guidelines/circulars issued by the Bank, the RBI and regulators as applicable or made applicable to you from time to time.

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Pin - 680 597, Kerala



Code of Conduct

21. **Confidentiality:** In the course of employment with the Bank, you may receive or be made privy to confidential and proprietary information including information relating to the Bank, its customers, licensors that is not publicly available, trade secrets, salary details of the employees and property protected by intellectual property rights. You shall not, directly or indirectly, during the tenure of your employment with the Bank or thereafter, reveal, disclose or make known to the public or any person, entity, or use for your own benefit or the benefit of any third person any confidential information acquired during the course of employment. Any information that you obtain from time to time regarding the Bank's processes, methods or business practices and client information etc., should be treated as being of the utmost confidential character and you shall not divulge any such information to anyone, unless authorized by a Competent Authority. You will return all documents, papers etc., relating to the affairs of the Bank or any other material that you may have in your possession on termination / resignation / absconding of service from either side. Any confidential information regarding the Bank or its customers acquired during the course of your duties should not be used by you in any context, while in service and /or after the termination / resignation / absconding of service. The Bank is entitled to take legal action on any breach of the above obligation by you.

22. **Exclusivity:** During the period of your employment with the Bank, you shall exclusively serve the Bank and will not engage or become interested, directly or indirectly, with or without remuneration, in any trade, business, occupation, employment, service or calling whatsoever nor will undertake any activities which are or will be contrary to or conflict with interests of the Bank and/or your duties and obligations to the Bank.

23. **IT Security Practice & Procedures:** During the service with the bank, you will adhere to the IT Security Practices & Procedures as prescribed by Bank. Any instances of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

24. **Membership in Other Organisations:** During the period of your employment with the Bank, you will not seek membership of any local or public body or political organization without obtaining prior permission in writing from the Board or its delegated authorities.

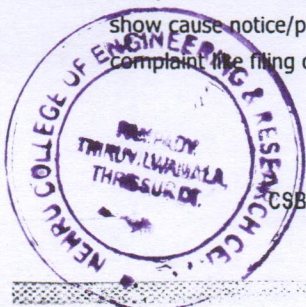
25. During the course of your services with Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of termination by the Bank.

26. During the period of your service with Bank you will not take part in nor organise any demonstration/agitation against Bank and its official(s) either on your behalf or on behalf of other persons either inside the Bank or otherwise, any external bodies/political outfits- either as a member or as sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of Bank would amount to breach of employment contract leading to initiation of appropriate action.

27. **Non-Competition:** As by virtue of your position in the Bank, you will be privy to business sensitive, strategic and confidential information of the Bank, you will need to agree that during the term of your service with the Bank, you shall not be entitled to directly or indirectly, run, operate, control, be employed by or provide any services to any competitor of the Bank in India or elsewhere. During the term of your service with the Bank, you shall under no circumstances be employed in or work for or operate or participate, either directly or indirectly, in a business which is directly or indirectly in the same line of business with any Bank / Financial Institution.

28. In the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of 6 months from the date of such cessation, directly or indirectly, either your own accord or in conjunction with any other person(s) or organization refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associates to leave their current employment with the Bank to join the services of your new employer/organization or any other competitor of Bank. Any such act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by Bank.

29. Please note that while joining the services of the Bank and during the term of employment with Bank, you would be required to notify the Bank immediately with the details of civil or criminal cases instituted against you in any court of law or any complaint / Show cause notice/prosecution with/by any police station or by any statutory authority, as also you will notify any outcome of such complaint. The filing of chargesheet/arrest/conviction/acquittal/discharge. Any act in breach of this term would entail initiation of



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Thiruvananthapuram, Kerala

appropriate action as deemed fit by Bank.

30. The Bank expects resolution of issues relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. Please note that any attempt to bring any outside influence – directly or indirectly – upon any authority to further your interest(s) in respect of matters pertaining to your services with Bank would breach of employment contract leading to initiation of appropriate action.

31. During the Bank's employment term, you will not indulge in acts of commission/omission which maybe prejudicial to the interests of the Bank or any act of dishonesty, disobedience, insubordination or any other misconduct or neglect of duty or incompetence in the discharge of duty on your part.

32. You will abide by the policies, rules and regulations and internal guidelines of the Bank, which are in force, and any additions and / or alterations that may be made thereto from time to time, by the Management.

33. At the sole discretion of the Bank, your services are liable to be terminated without any notice or salary in lieu thereof in the event of your involvement in any serious misconduct, misdemeanor, or any offence which may or may not be directly connected with the business of the Bank.

34. **Dress Code:** You shall always maintain a business like formal dress code and appearance, in tune with the policy / norms of the Bank.

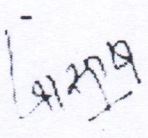
35. You will be bound by the instruction / guidelines/ circulars issued by the Bank, RBI and regulators from time to time.
You will keep Bank informed of any change in your residential address/contact details.

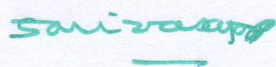
Acceptance of the Offer Letter

36. If you are agreeable to the terms and conditions of this Offer letter, please accept the same through your account on career portal.

37. We look forward to your joining Team CSB.

Thanking you,
Yours Sincerely,


(Vastav Pandya)
Human Resources
For CSB Bank



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Pampady, Thiruvilwamala, Thrissur Dt
Pin - 680 597, Kerala



APPENDIX - A

Compensation and Benefits

Name: Sneha Sabu

Designation: Business Development Executive - CASA - Chennai

Pay Component	Monthly Amount	Annual Amount
CTC		
Gross Salary	23750	285000
Basic & DA	12500	150000
HRA	6250	75000
Conveyance	250	3000
Education Allowance	200	2400
Bonus	1500	18000
Medical Allowance	250	3000
Canteen Allowance	250	3000
Special Allowance	2175	26100
CCA	375	4500
Retirals	1250	15000
NPS (10% of Basic Pay)	1250	15000
Total (Retiring Benefits)	1250	15000
Total CTC	25000	300000
Total CTC	25000	300000

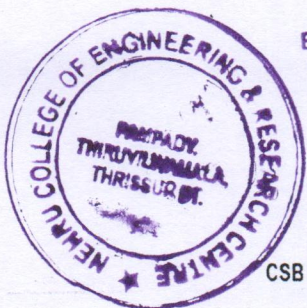
Notes:

- *Bonus includes statutory bonus, if any, as applicable as per policy
- The incentive/ Performance bonus will be entitled, as applicable for the post, as per the policy of the Bank
- CCA will be based on the place of posting
- Gratuity will be paid as per Gratuity Act 1972
- Professional Tax, Income Tax, and other deductions will be made as per statute.
- You will be covered under medical insurance as per Bank policy

(Vastav Pandya)
Human Resources
For CSB Bank

Sairasappa

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Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur
Pin - 686 597, Kerala



jaro education®

9th November 2021

To,
Ms. Prajitha K Nair,

Dear Prajitha,

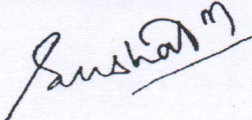
This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Management Trainee". You would be on probation for a period of one year. On successful completion of probation period your services would be confirmed and you will be re-designated as "Career Development Executive".

Find below compensation details:

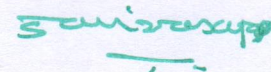
During the first 90 days (including training) you would be paid remuneration of **Rs.30,000/-pm**. If target of first 90 days is achieved (100%) then your salary will be revised to **Rs.40,000/-pm** (As per below table) effective from fourth month.

Particulars	(Amount in Rupees.)	
	For 1 st 90 days	Effective from 4 th Month
Basic Salary	15,300	16,000
House Rent Allowance	1,530	8,000
Transport Reimbursement	1,600	1,600
Telephone Reimbursement	500	500
Statutory Bonus (Paid Monthly)	1,274	1,400
Special Allowance	9,796	12,500
Total	30,000	40,000
Daily Travel Reimbursement	3,000	3,000
Performance Incentive (Payable based on the achievement of Monthly targets)	15,000	15,000
Performance cum Continuity Bonus (Annual) (Payable based on the achievement of targets for the year and continuity in the organization for at least 1 year)	2,500	2,500
Total	50,500	60,500

Regards,
Jaro Education



Sushant Mallya
General Manager – Human Resource



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Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

I agree to the above terms & conditions _____ Dated _____

Jaro Institute of Technology Management and Research Limited

Registered Office : 11th Floor, Vikas Centre, Dr. C. G. Road, Near Basant Theatre, Chembur (E), Mumbai - 400 074, India.

CIN: U80301MH2009PLC193957 | Tel: +91-22-61439700 | www.jaro.in | Email: comp@jaro.in

LETTER OF INTERNSHIP

Date: 28 February 2022

Name : Rekha K
Address : Kizhiyathodi Ho, Thiruvazhiyode Po,
Palakkad Dt., Kerala, 679514
Email : rekhak7884@gmail.com
Ph no. : 7034767884

Dear Rekha K,

Sub: Provisional Offer Letter

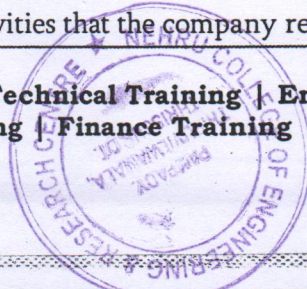
We are pleased to welcome you on board - Six Phrase - The Finishing School.

After careful consideration, Six Phrase - The Finishing School has decided to offer you Internship in our firm. You will be designated "Junior Intern - Trainer".

The employment is subject to the following conditions:

- 1) You will be required to serve a probation period of 6 months. Upon feedback from the institutions and based on your work performance you will be confirmed into our rolls after 6 months. Confirmation is purely based on your work performance.
- 2) Your Salary during the probation period will be Rs.41,500/- per month (Cost to Company). You will be eligible for PF and ESI deductions as per statutory norms.
- 3) Your Salary will be revised after the Internship period based on the Internship Exit Exam Scores and Feedback from Institutions.
- 4) Your individual remuneration is purely a fact between you and the company, and has been arrived on the merit of your education, experience, your professional achievements and the company's prevailing compensation guidelines. In that context we would sincerely request you to maintain this information and any changes hereafter, as strictly personal and confidential.
- 5) The salary will be paid on or before the 10th of every month.
- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment, Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.

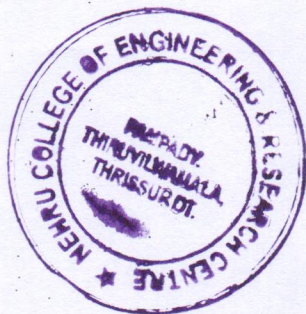
Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services



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Engineering and Research Centre
Pampady, Thiruvilwamala, Thiruvananthapuram
Pin - 680 597, Kerala

- 7) Your base Job Location will be in **Coimbatore or Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
- 8) Maximum of two 1 hour permissions can be taken in a month. This permission can be availed at any time of the day but the duration should not exceed 1 hour and the maximum number of times cannot exceed 2 times in a month.
- 9) Maximum of 1 day paid leave can be availed every month. Leave exceeding 1 day a month will be on Loss of Pay.
- 10) Should you require being absent from work for reasons of sickness, injury or any other reason your must either personally or through another person notify Six Phrase immediately of this and also of when you expect to be able to return to work. In case of leave exceeding more than 2 days you will be entitled to submit necessary documents pertaining to the reason for leave.
- 11) In case you wish to resign / leave the service of the company, you will be required to give **three month** notice in writing failing which SIX PHRASE is entitled to recover amount equal to 3 months salary by way of agreed liquidated damages. The company at its sole discretion may accept one month's salary, or part thereof, in lieu of the notice. The company reserves the right to terminate you from operations without giving any notice during the contract period.
- 12) Please bring along the below listed documents / details on your day of joining
- ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,



Sarivapathy
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

For SIX PHRASE FINISHING SCHOOL

Offer of Employment Accepted:

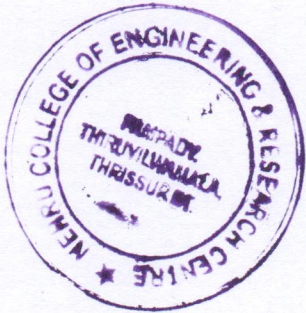
I have read the terms and conditions set out in this Appointment Letter. I confirm having fully understood the same. I also declare that all the certificates and documents provided by me to SIX PHRASE - FINISHING SCHOOL are true, genuine and correct.



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Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

Signed

REKHA K





Chegg Candidature Update | Selected

Inbox



Expert Hiring Team Mar 28

to me ▾



Can't read or see images? [View this email in a browser](#)

Dear Candidate,

Congratulations on being selected as a
Managed Network Expert!

We are pleased to inform you that you
have successfully completed all the
recruitment steps and are selected for
the position of Managed Network
Expert.

We will be activating your answering
account on Mar 30, 2022

You will receive a detailed activation
mail along with the things to do, once
your answering rights are granted in
Mar 30, 2022

***Note: Granting answering rights is
always subject to successful
verification.**



Seminarappu
PRINCIPAL
Nehru College of
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Pampady, Thiruvilwamala, Thiruvananthapuram
Pin - 680 597, Kerala

LETTER OF INTERNSHIP

Date: 18 April 2022

Name: Shainimol V S
Address: Vettukallel(H),Venganellur (PO),
Parakkad,Thrissur(DT),680586
Email id: shainimolvs@gmail.com
Ph no: 8606181902

Dear SHAINIMOL V S ,

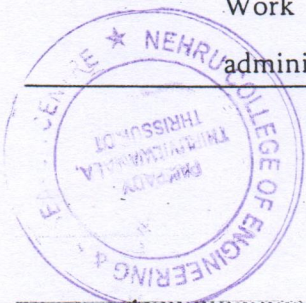
Sub: Provisional Offer Letter

We are pleased to welcome you on board - Six Phrase - The Finishing School.

After careful consideration, Six Phrase - The Finishing School has decided to offer you Internship in our firm. You will be designated "Junior Intern - Trainer".

The employment is subject to the following conditions:

- 1) You will be required to serve a probation period of 6 months. Upon feedback from the institutions and based on your work performance you will be confirmed into our rolls after 6 months. Confirmation is purely based on your work performance.
- 2) Your Salary during the probation period will be Rs.10,000 for contract employee and Rs.15,000 for full time employee per month (Cost to Company).
- 3) Your Salary will be revised after the Internship period based on the Internship Exit Exam Scores and Feedback from Institutions.
- 4) Your individual remuneration is purely a fact between you and the company, and has been arrived on the merit of your education, experience, your professional achievements and the company's prevailing compensation guidelines. In that context we would sincerely request you to maintain this information and any changes hereafter, as strictly personal and confidential.
- 5) The salary will be paid on or before the 10th of every month.
- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment, Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.

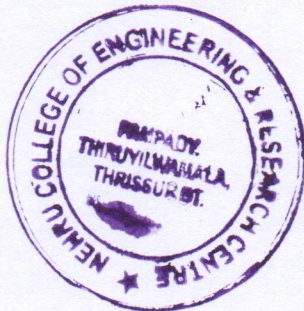


**Aptitude Training | Technical Training | English Language Training |
Soft Skills Training | Finance Training | Placement Services**

Engineering and Research Centre
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Pin - 680 597, Kerala

- 7) Your base Job Location will be in **Coimbatore, Visakhapatnam, Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
- 8) Maximum of two 1 hour permissions can be taken in a month. This permission can be availed at any time of the day but the duration should not exceed 1 hour and the maximum number of times cannot exceed 2 times in a month.
- 9) Maximum of 1 day paid leave can be availed every month. Leave exceeding 1 day a month will be on Loss of Pay.
- 10) Should you require being absent from work for reasons of sickness, injury or any other reason your must either personally or through another person notify Six Phrase immediately of this and also of when you expect to be able to return to work. In case of leave exceeding more than 2 days you will be entitled to submit necessary documents pertaining to the reason for leave.
- 11) In case you wish to resign / leave the service of the company, you will be required to give **three month** notice in writing failing which SIX PHRASE is entitled to recover amount equal to 3 months salary by way of agreed liquidated damages. The company at its sole discretion may accept one month's salary, or part thereof, in lieu of the notice. The company reserves the right to terminate you from operations without giving any notice during the contract period.
- 12) Please bring along the below listed documents / details on your day of joining
- ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,



Sanirajagan
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt
Pin - 680 597, Kerala

For SIX PHRASE FINISHING SCHOOL

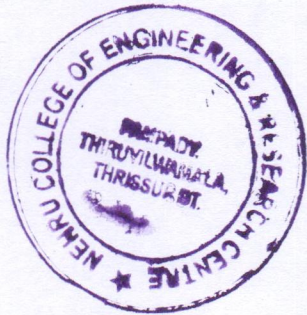
Offer of Employment Accepted:

I have read the terms and conditions set out in this Appointment Letter. I confirm having fully understood the same. I also declare that all the certificates and documents provided by me to SIX PHRASE - FINISHING SCHOOL are true, genuine and correct.

Signed

SHAINIMOL V S

Shainimol V S



PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt
Pin - 680 597, Kerala

LETTER OF INTERNSHIP

Date: 20 July 2022

Name: Jishad J
Address: Jisha Manzil, Malayakkode, Pittupeedika,
Koduvayur, Palakkad
Email id: jishad7704@gmail.com
Ph no.: 9946781305

Dear JISHAD J,

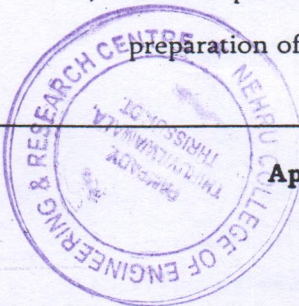
Sub: Provisional Offer Letter

We are pleased to welcome you on board - Six Phrase - The Finishing School.

After careful consideration, Six Phrase - The Finishing School has decided to offer you Internship in our firm. You will be designated "Junior Intern - Trainer".

The employment is subject to the following conditions:

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- 4) Your individual remuneration is purely a fact between you and the company, and has been arrived on the merit of your education, experience, your professional achievements and the company's prevailing compensation guidelines. In that context we would sincerely request you to maintain this information and any changes hereafter, as strictly personal and confidential.
- 5) The salary will be paid on or before the 10th of every month.
- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment,



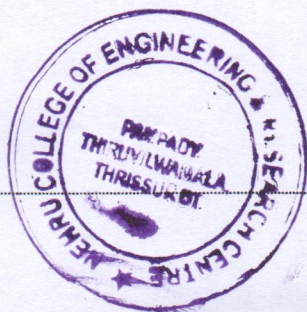
**Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services**

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Pampady, Thiruvilwamala, Thrissur Dt
Pin - 680 597, Kerala

Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.

- 7) Your base Job Location will be in **Coimbatore, Visakhapatnam, Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
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- 10) Should you require being absent from work for reasons of sickness, injury or any other reason your must either personally or through another person notify Six Phrase immediately of this and also of when you expect to be able to return to work. In case of leave exceeding more than 2 days you will be entitled to submit necessary documents pertaining to the reason for leave.
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- 12) Please bring along the below listed documents / details on your day of joining
 - ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,



Srinivasappi

PRINCIPAL

Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thirissur Dt.
Pin - 686 597, Kerala

For SIX PHRASE FINISHING SCHOOL

Offer of Employment Accepted:

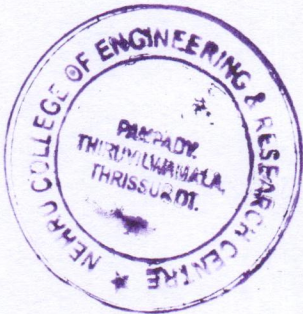
I have read the terms and conditions set out in this Appointment Letter. I confirm having fully understood the same. I also declare that all the certificates and documents provided by me to SIX PHRASE - FINISHING SCHOOL are true, genuine and correct.

Signed

JISHAD J

Soukiasappi

PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvikramala, Thrissur Dt
Pin - 680 597, Kerala



February 11, 2022

Ms. Sreeraj C S
Nehru College of Engineering and Research Centre

Dear Sreeraj,

SUB: Our offer for the position of Trainee

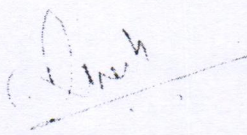
We are happy to let you know that we are impressed with your credentials and welcome you to the Aspire family. We are certain that you would play a vital role in our growth and success and you will be a valuable addition to our talented team of ASPIRIANS.

You will be inducted as a "Trainee". Your initial training will be done virtually as the Covid situation continues and your initial training with the Talent Nurturing team and the department specific training will be for a maximum duration of three months. Post training you will be deputed to any one of our Practices and once the situation becomes normal, you will be deputed to work from any of our offices in India. The salary during training will be **Rs.15,000 per month** which will be prorated based on your training duration. At the end of training period, a formal evaluation of your performance will be made.

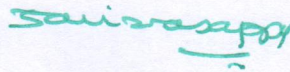
On successful completion of the training, your total Cost-to-Company (CTC) will be revised to **Rs.3.60 Lakhs Per Annum**. All remuneration payable to you will be subject to income tax deduction at source and to any other statutory deductions that may be applicable.

Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment (Annexure 1). We once again welcome you to share a challenging and mutually rewarding experience at Aspire. Please return the duplicate of this letter duly signed by you.

For Aspire Systems (India) Private Limited



Dinesh Kumar T.K.
Vice President
dinesh.kumaran@aspiresys.com



I hereby accept the offer.

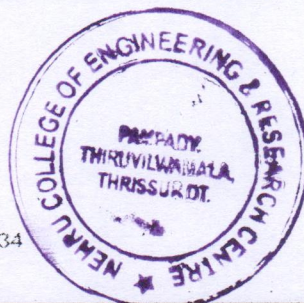
Signature :
Name : Sreeraj C S
Date :

PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



Annexure 1: Terms and Conditions of Employment

1. Any information provided by you prior to your employment with us will be subject to background verification. At any point of time, during your services at Aspire Systems, should we find this information inconsistent, your employment with us will be revoked without any prior notice.
2. During your employment, you may become aware of information relating to the business of the Company, trade secrets, client names/details and pricing structures. Confidential information remains the sole property of Aspire Systems. You shall not, either during or after your employment, without the prior consent of Aspire Systems, directly or indirectly divulge to any person or use the confidential information for your own or another's benefit. We expect you would not under any circumstance try to start or help any other person start the activities carried on by this company.
3. During your services with us, we would expect you not to indulge in any activity or profession, which would prove detrimental to our operations. All software products, systems developed by you during your period of service with the company will be the sole property of the company.
4. Aspire will expend substantial time, effort and cost to recruit and train you. Any sudden departure by you definitely has an impact by causing damage and expense to Aspire. Hence, you agree that you have the full intention to serve as an Employee of Aspire for at least THREE years without causing disruption to the services of the company. In case you decide to leave Aspire within the first three years, you will have to pay an amount as outlined in your Employment Agreement and serve appropriate notice period as defined by the company.
5. You may from time to time be deputed to work at any of our offices globally or at our client's location within India or abroad. During the deputation, you will also be required to comply with the local laws, ordinances, regulations and codes that govern such countries. In case of failure to do so, you will indemnify the company against any loss or damage that may be sustained due to such failure on your part.
6. During the probation and training period, if your performance or conduct is not satisfactory, the company has the right to terminate your services without notice. If you take additional time to complete your training, then there will be no salary paid to you during the additional period.
7. Upon confirmation of your employment, the employment contract may be terminated by giving appropriate notice. You are required to continue your services until the end of the notice period. Further, any salaries or any other remuneration due to you will be forfeited should you fail to serve the appropriate notice periods as mentioned above.
8. The annual CTC is inclusive of the following components: Basic, FBP components you have opted, Statutory components: PF, ESI, Gratuity, Statutory bonus, what is applicable, Special allowance excluding the above, deductions like Mediclaim, TDS, Lunch, transport and professional tax, whatever is applicable. The break-up of components will be available in the monthly pay slip and reimbursement slips that will be sent to you.



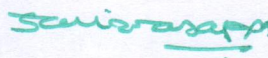
9. At Aspire we provide you with wide opportunities to enhance the gamut of your work area and we may in accordance with the same be transferring your services to other departments and you may be assigned any work to test your aptitude during the course of your services.
10. **Salary and Designation Changes:** Your probation is for a period of six months and on successful completion of your probation, you will be confirmed and promoted to “**Engineer**” and you can refer to the below mentioned table for the salary changes. These salary changes are subject to your performance. For Eg: If your date of joining is August 11, 2021, then it works like this:

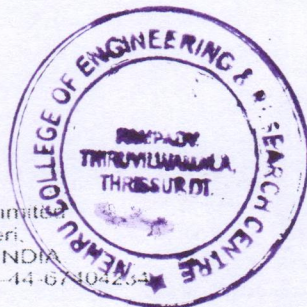
Duration	Salary (Per Month INR)	Comments
Training Salary	15,000	Training period (3 Months Max)
Post Training	30,000	Salary gets revised to 30,000
Post Probation	-	Confirmation, Promotion to Engineer
Post Training + 12 months	35,000	Salary gets revised to 35,000
Post Training + 18 Months	40,000	Salary gets revised to 40,000
Post Training + 24 Months	45,000	Salary gets revised to 45,000
Post Training + 30 Months	45,000 + Hike	Alignment with Org Cycle

11. Performance Appraisals are a part of the work policies at Aspire and your performance will solely spell out any revision in your compensation package.
12. You are governed by the company’s policies in vogue from time to time. Your work timings may also be changed depending on the organizational need and your responsibilities.
13. The rules and regulations of service of the company that are in force may be framed, amended, altered or extended from time to time. They will govern you in the same form as and when altered or amended.
14. Aspire Systems is an equal opportunity employer. We demonstrate respect and provide equal employment opportunities for all employees and applicants for positions regardless of race, color, national origin, political belief, religion, marital or family status, physical or mental disability, gender, sexual orientation, age, or irrelevant (not related to the work to be performed) record of offense. All our decisions will be based on job performance, merit, experience, and qualifications.

I hereby accept the offer terms and conditions.

Signature :
Name : Sreeraj C S
Date :


PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur.
Pin - 680 597, Kerala



LETTER OF INTERNSHIP

Date: 1 August 2022

Name: Sreeraj K
Address: Mullakkara House Pampady Thiruvilwamala
Thrissur (dist) Pin:680588
Email I'd: sreeraj099@gmail.com
Phone no: 8089427177

Dear Sreeraj K ,

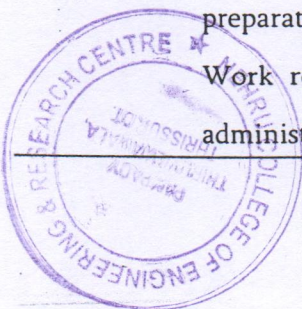
Sub: Provisional Offer Letter

We are pleased to welcome you on board - Six Phrase - The Finishing School.

After careful consideration, Six Phrase - The Finishing School has decided to offer you Internship in our firm. You will be designated "Junior Intern - Trainer".

The employment is subject to the following conditions:

- 1) You will be required to serve a probation period of 6 months. Upon feedback from the institutions and based on your work performance you will be confirmed into our rolls after 6 months. Confirmation is purely based on your work performance.
- 2) Your Salary during the probation period will be Rs.10,000 for contract employee and Rs.15,000 for full time employee per month (Cost to Company).
- 3) Your Salary will be revised after the Internship period based on the Internship Exit Exam Scores and Feedback from Institutions.
- 4) Your individual remuneration is purely a fact between you and the company, and has been arrived on the merit of your education, experience, your professional achievements and the company's prevailing compensation guidelines. In that context we would sincerely request you to maintain this information and any changes hereafter, as strictly personal and confidential.
- 5) The salary will be paid on or before the 10th of every month.
- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment, Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.



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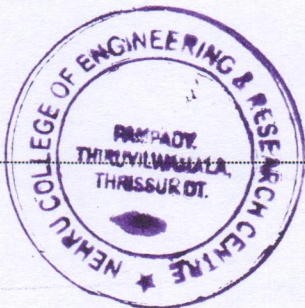
**Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services**

- 7) Your base Job Location will be in **Coimbatore, Visakhapatnam, Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
- 8) Maximum of two 1 hour permissions can be taken in a month. This permission can be availed at any time of the day but the duration should not exceed 1 hour and the maximum number of times cannot exceed 2 times in a month.
- 9) Maximum of 1 day paid leave can be availed every month. Leave exceeding 1 day a month will be on Loss of Pay.
- 10) Should you require being absent from work for reasons of sickness, injury or any other reason you must either personally or through another person notify Six Phrase immediately of this and also of when you expect to be able to return to work. In case of leave exceeding more than 2 days you will be entitled to submit necessary documents pertaining to the reason for leave.
- 11) In case you wish to resign / leave the service of the company, you will be required to give **three month** notice in writing failing which SIX PHRASE is entitled to recover amount equal to 3 months salary by way of agreed liquidated damages. The company at its sole discretion may accept one month's salary, or part thereof, in lieu of the notice. The company reserves the right to terminate you from operations without giving any notice during the contract period.
- 12) Please bring along the below listed documents / details on your day of joining
- ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,

Suivrasappu

PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



SIX
PHRASE
The Finishing School

LETTER OF INTERNSHIP

Date: 01 August 2022

Name: SUBHASH SP
Address: Thekkekalam house, poriyani, mundur(po), palakkad, 678592
Email: Subhashsp225@gmail.com
Ph no: 8156969115

Dear SUBHASH SP ,

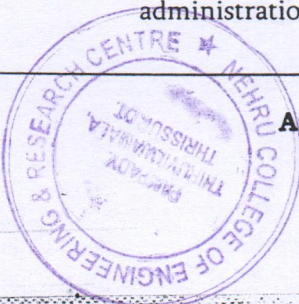
Sub: Provisional Offer Letter

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- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment, Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.



**Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services**

PRINCIPAL
Nehru College of
Engineering and Research Centre
Rampady, Thiruvilwamala, Thiruvananthapuram
Pin - 689 637

- 7) Your base Job Location will be in **Coimbatore, Visakhapatnam, Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
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- 12) Please bring along the below listed documents / details on your day of joining
- ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,

For SIX PHRASE FINISHING SCHOOL

Offer of Employment Accepted:

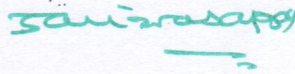

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Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



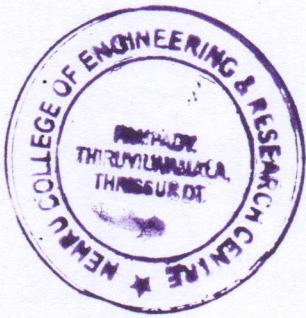
I have read the terms and conditions set out in this Appointment Letter. I confirm having fully understood the same. I also declare that all the certificates and documents provided by me to SIX PHRASE - FINISHING SCHOOL are true, genuine and correct.

Signed

SUBHASH SP



PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur
Pin - 680 597, Kerala



LETTER OF INTERNSHIP

Date: 15 July 2022

Name: SUBIN S
Address: SUBISURYA, MEN'S HOSTEL ROAD,
AMBATTUPALAYAM, CHITTUR. PIN: 678104
Email id: subinsudhakar63@gmail.com
Ph no.: 9048202357

Dear SUBIN S ,

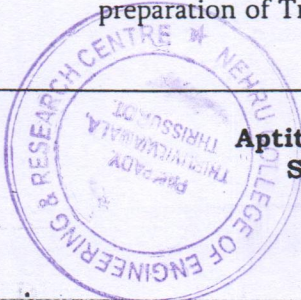
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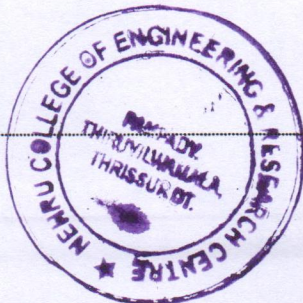
Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services

Principal
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur District
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Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.

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 - ✓Proof of address - Ration Card / Passport / Voters ID (Photocopy)

Yours truly,



Six Phrase
PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilvamala, Thrissur Dt.
Pin - 680 597, Kerala

For SIX PHRASE FINISHING SCHOOL

Offer of Employment Accepted:

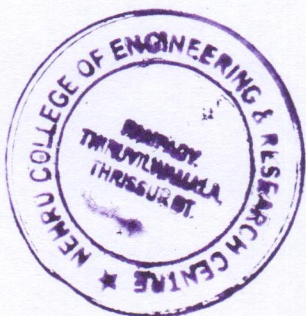
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Signed

SUBIN S

Sauvasan

PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
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Duration	Salary (Per Month INR)	Comments
Training Salary	15,000	Training period (3 Months Max)
Post Training	30,000	Salary gets revised to 30,000
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Post Training + 30 Months	45,000 + Hike	Alignment with Org Cycle

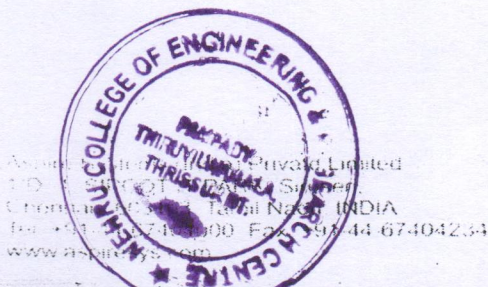
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I hereby accept the offer terms and conditions.

Signature :
 Name : Sudev A
 Date :

Sauvasappa

PRINCIPAL
 Nehru College of
 Engineering and Research Centre
 Pampady, Thiruvilwamala, Thrissur Dt
 Pin - 680 597, Kerala





Offer: Computer Consultancy
Ref: TCSL/DT20218257171/Trivandrum
Date: 02/01/2022

Mr. Aswin Kumar V N
SreebhavanVettekara,
Vettekara Temple,
Palakkad-678633,
Kerala.
Tel# 91-9846098295

Dear Aswin Kumar V N,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

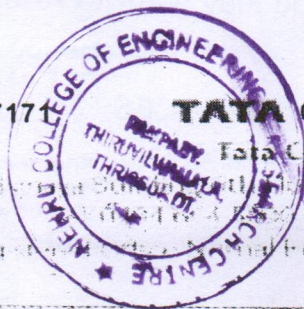
Your gross salary including all benefits will be **₹3,53,578/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

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

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

TCS Confidential

TCSL/DT20218257171



TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Indiapark, Kusumbagh PO, Kochi 682 030 India
Tel: 0484 664 5250 Website: www.tcs.com
4th Floor, Nariman Point, Mumbai 400 021

Sauvrasana

PRINCIPAL
Nehru College of
Engineering and Research Centre
Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12,00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

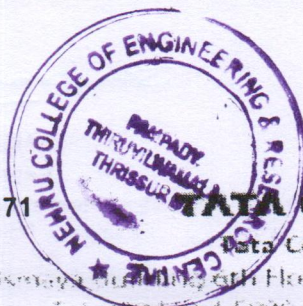
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

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TCSL/DT20218257171



Suresh

PRINCIPAL
Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Mumbai, 400 001, 8th Floor, Infopark, Kuzumagiri PO., Kochi 682 030 India

Tel: +91 22 6648 5000 Fax: 0484 664 5255 Website: www.tcs.com

Registered Office: National Highway, 47th Floor, Bandra East, Mumbai 400 021



Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board /University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

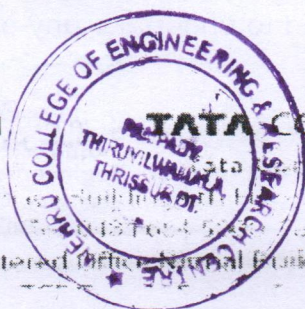
As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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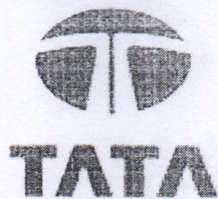
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Infopark, Kusanjagiri PO, Kochi 682 030 India
Ph: 0484 664 9255 Website: www.tcs.com
Registered Office: National Building, 9th Floor, Nariman Point, Mumbai 400 021

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Pin - 680 597, Kerala



(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

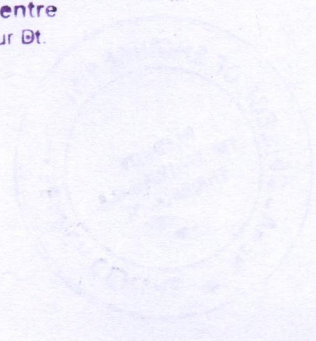
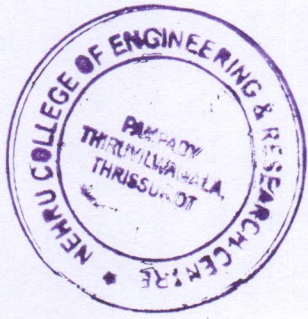
(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Souvikasree

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GROSS SALARY SHEET

Annexure 1

Name	Aswin Kumar V N
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	8,785	1,05,420
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
TOTAL GROSS	28,807	3,53,578
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

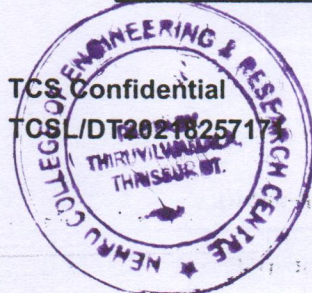
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

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

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

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

Component Category	Monthly	Annual
House Rent Allowance	6,000	72,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	1,035	12,420
GROSS BOUQUET OF BENEFITS	8,785	1,05,420



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 TCS Website: www.tcs.com
 TCS Helpline: 1800 430 0000

Srinivasan

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13

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Pin-686 597, Kerala



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.



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



4. Prior knowledge

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines.

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

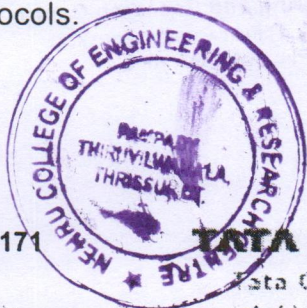
7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



Smirvasapp

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Corporate Office: 9th Floor, Nariman Point, Mumbai 400 021
Registered Office: Nariman Building, 9th Floor, Nariman Point, Mumbai 400 021
Website: www.tcs.com



10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

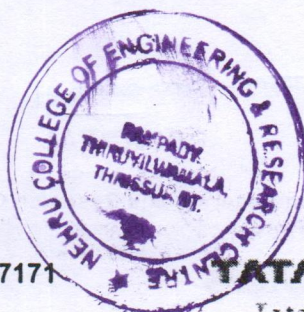
11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



Sanjay Sappu

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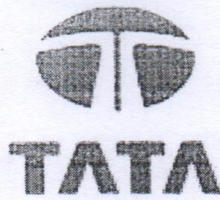
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Tata Consultancy Services Limited

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

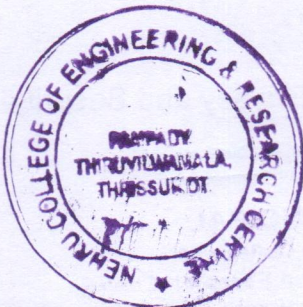
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.



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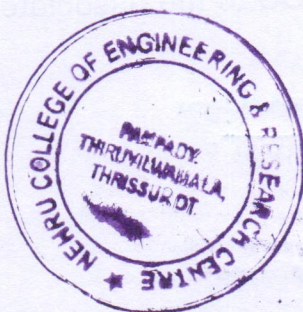


2. Associate's Obligations

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.



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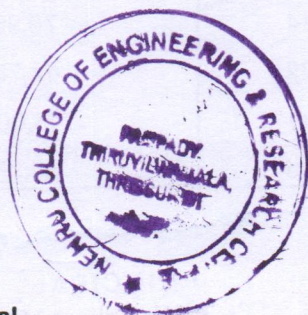
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Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India</p>	



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



time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

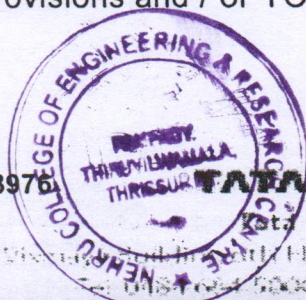
(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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Thiruvilwamala

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Pin - 688 597, Kerala



Offer: Computer Consultancy
Ref: TCSL/DT20218023976/Trivandrum
Date: 03/11/2021

Ms. Manasa K S
Kallazhi House , Nellyampadam , Paruvassery (P.O) , Vadakkencherry,
Nellyampadam,
Palakkad-678686,
Kerala.
Tel# 91-8136826599

Dear Manasa K S,

Sub: Letter of Offer

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

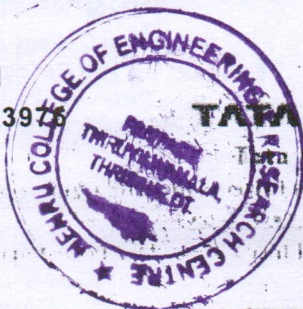
This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

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

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

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

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Plot No. 1, Infopark, Kuzhuparambath P.O., Kochi-682 033, Kerala

Phone: 011-2611 4255 Website: www.tcs.com

Plot No. 1, Infopark, Kuzhuparambath P.O., Kochi-682 033, Kerala

Santhosh

PRINCIPAL 1

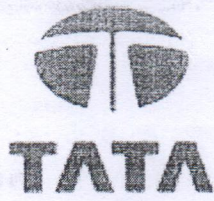
Nehru College of

Engineering and Research Centre

Pampady, Thiruvilwamala, Thrissur Dt

682 033, Kerala

Plot No. 1, Infopark, Kuzhuparambath P.O., Kochi-682 033, Kerala



PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

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

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme

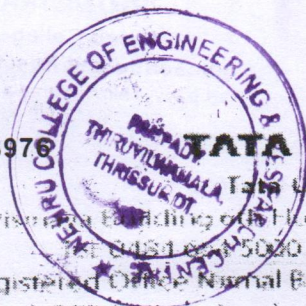
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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TCS Confidential

TCSL/DT20218023976



TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

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

Registered Office: 9th Floor, Infopark, Kusumagiri PO., Kochi 682 030 India

Registered Office: 5th Floor, Infopark, Kusumagiri PO., Kochi 682 030 India

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



RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

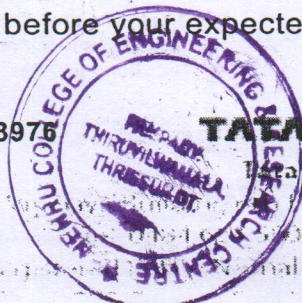
It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Plot, Indrapark, Kuzhussery PO, Kochi-682 032, India

Tel: 0484 664 5255 Website: www.tcs.com

1st Floor, Nariman Point, Mumbai-400 021

Sauvrasana

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Nehru College of

Engineering and Research Centre

Samudra, Thiruvallamala, Thiruvananthapuram

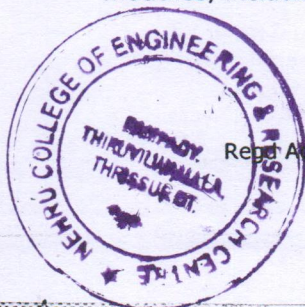
Pin - 680 597, Kerala

Date: 23rd April 2022**LETTER OF INTENT**Dear **V S SNEHA**

Further to the discussion you had with us, we are pleased to inform that you have been **selected for an Internship Program at CSS Corp in virtual format**. You would do your "Virtual Internship" with us in **"Wireless Networking Track"** and on successful completion of the same and subject to you fulfilling the following terms and conditions you will be considered for an employment opportunity at CSS Corp.

Broad Terms and Conditions:

1. You will be required to report virtually by logging into the meeting link sent to you and commence the internship program on the date specific by CSS Corp. .
2. As part of this internship program, you will be required to attend training on **Wireless Track**. CSS Corp will, in its sole discretion, determine the modules, format and the duration of the internship program and the training associated with the internship program. The schedule of the training program and the timings, excluding CSS Corp's Holidays, shall be based on the business needs and priorities of CSS Corp. The same shall be communicated to you at least one week before the start of the internship program and thereafter from time to time as may be scheduled by CSS Corp.
3. You will be provided with free access to CSS Corp's online Cloud Lab. This Cloud Lab can be accessed anytime from anywhere. You are required to register yourself with login credentials, as guided, and complete all the modules as per the learning plan within the prescribed time limit.
4. As part of the internship program, you are required to attend "virtual instructor led training on soft skills and technology conducted by trainers virtually. You are expected to make full use of the training and cloud lab to practice all the lab exercises, real time scenarios and case studies available in the cloud lab and improve your technical competency during the internship program.
5. You need to ensure at least 90% attendance. An online/panel assessment will be administered at the end of each, and every element of the internship program and you need to secure 70% marks in all the modules, including final assessment. Post the internship program, weekly review sessions & case study

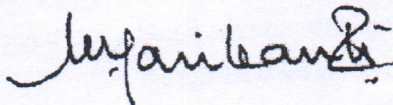
**CSS Corp Private Limited**
CIN:U72900TN2000PTC115034Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com*S. Srinivasan*
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Nehru College of
Engineering and Research Centre
Pampady, Thiruvilwamala, Thiruvananthapuram,
Pin - 680 597, Kerala

14. Refer to the Annexure on the curriculum outline & the cloud lab access provided to you as part of the Internship program.
15. CSS Corp reserves the right to withdraw the admission to the internship program at any stage, in case you do-not meet the requisite Performance Evaluation criteria during internship and/ or upon completion of your internship program.
16. It is hereby made clear that besides the stipulations mentioned hereinabove, the terms and conditions contained in the Declaration Form hereunder would be applicable and binding and must be read as an integral part of the present offer.
17. CSS Corp may defer, alter, withdraw or terminate the internship program at any time and at its sole discretion without assigning any reasons and without any liability.

As a token of acceptance please sign the duplicate copy of this letter and return to us.

Welcome to-CSS Corp Private Limited

For CSS Corp Private Limited



P R Manikantan

Senior Director, Campus and Institutional Alliances



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Pin - 680 597, Kerala

CSS Corp Private Limited
CIN:U72900TN2000PTC115034

Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com

would be an essential requirement for the successful completion of the program, and I will arrange for it on my own at my cost and expenses.

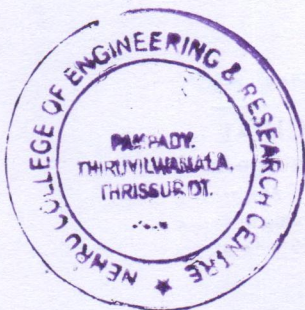
6. I understand that I am expected to clear the mid and final assessment of the internship program and to meet all the set performance evaluation criteria as may be decided by CSS Corp from time to time, before I could be declared successful candidate from the internship program. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the internship program and no further attempt/ chance may be given to the undersigned nor I the undersigned will have the right to question the correctness of the result declared by CSS Corp. As a logical corollary, I will not be considered for absorption/ employment by with CSS Corp.

8. I understand and agree that in case I absent myself without reporting or without proper reasons or decide to leave the internship program, I will be required to pay back the Stipend paid to me by CSS Corp, as applicable and I will not be considered for any certifications provided by CSS Corp.

9. I understand and agree that my internship program with CSS Corp shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances where the admission gets annulled, the Stipend paid to me will have to be refunded by me and I will not be considered for any certifications provided by CSS Corp.

10. I understand that CSS Corp may at its sole and absolute discretion offer me a position as an "Employee" in CSS Corp on successful completion of my Internship Program on a pay scale of an **annual CTC of INR 3.5 Lacs per annum or as CSS Corp may determine at that point of time.**

11. I understand on joining CSS Corp as an Employee I must sign a "24-month service agreement" which will be effective, from my first day of employment onwards, with CSS Corp.



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Pin - 680 597, Kerala

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Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com

Annexure Curriculum Outline

Networking – Curriculum Outline (Common)

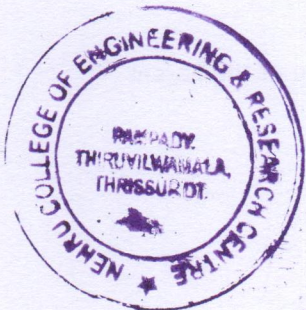
- TCP/IP Protocol Suite, Deep Drive – Protocol /Packet Level/ Header Level
- ARP, (RARP, Proxy ARP, GARP), ICMP, IP, TCP, UDP, DHCP, DNS, HTTP (S), FTP, Telnet, SNMP & SMTP
- IP Addressing & Subnetting VLSM, IPv4, IPv6
- Network Devices - Hub, Switches, Routers & Gateway
- LAN Switching - MAC table, STP, RSTP, MSTP, VRRP, VLAN, Tagging, Inter VLAN Routing
- Routing: Routing Table, Default Route, Static Route, Dynamic Routing, RIP, OSPF, BGP

Troubleshooting:

- Problem investigation & diagnosis
- Layered Troubleshooting
- Resolution
- Deep packet inspection using Wireshark packet capture & analysis tool
- Understand packet flow analysis i.e., life of a packet / session
- Log collection, analysis & interpretation
- Debugging of log files
- Using TCP/IP utilities

Wireless Track

- Radio Frequency Fundamentals, Spread Spectrum
- Wireless Standards
- Wireless Architecture
- Wireless devices
- Wireless Security (WEP- Wired Equivalent Privacy & WPA)



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Regd Address : Plot No-32 A&B, 6th, 9th & 10th Floor, Ambit IT Park, Industrial Estate,
Ambattur, Chennai Tel:91 44 66768000 ,www.csscorp.com

LETTER OF INTERNSHIP

Date: 01 August 2022

Name: SUBHASH SP

Address: Thekkekalam house, poriyani, mundur(po), palakkad, 678592

Email: Subhashsp225@gmail.com

Ph no: 8156969115

Dear SUBHASH SP ,

Sub: Provisional Offer Letter

We are pleased to welcome you on board - Six Phrase - The Finishing School.

After careful consideration, Six Phrase - The Finishing School has decided to offer you Internship in our firm. You will be designated "Junior Intern - Trainer".

The employment is subject to the following conditions:

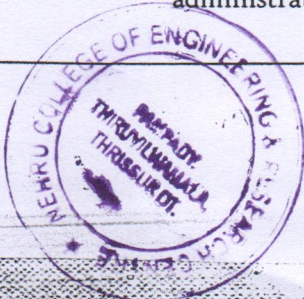
- 1) You will be required to serve a probation period of 6 months. Upon feedback from the institutions and based on your work performance you will be confirmed into our rolls after 6 months. Confirmation is purely based on your work performance.
- 2) Your Salary during the probation period will be Rs.10,000 for contract employee and Rs.15,000 for full time employee per month (Cost to Company).
- 3) Your Salary will be revised after the Internship period based on the Internship Exit Exam Scores and Feedback from Institutions.
- 4) Your individual remuneration is purely a fact between you and the company, and has been arrived on the merit of your education, experience, your professional achievements and the company's prevailing compensation guidelines. In that context we would sincerely request you to maintain this information and any changes hereafter, as strictly personal and confidential.
- 5) The salary will be paid on or before the 10th of every month.
- 6) Your responsibilities will include Training and Assessment at various colleges and corporate, preparation of Training Material, Business Development for Training, Collection of Payment, Work related to marketing and promotion, preparation of promotional material, general administration work and other activities that the company requires.

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Research Centre
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**Aptitude Training | Technical Training | English Language Training
Soft Skills Training | Finance Training | Placement Services**



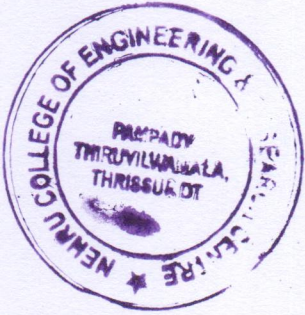
I have read the terms and conditions set out in this Appointment Letter. I confirm having fully understood the same. I also declare that all the certificates and documents provided by me to SIX PHRASE - FINISHING SCHOOL are true, genuine and correct.

Signed

SUBHASH SP

Sankaradasappu

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Engineering and Research Centre
Pampady, Thiruvilwamala
Pin - 686 597, Kerala



- 7) Your base Job Location will be in **Coimbatore, Visakhapatnam, Chennai** (based on your choice) and you will be required to travel to places outside of your **base location** also. Six Phrase will take care of your Travel and Accommodation for Training programs outside of your base location. Within the base location you will be required to take care of your Travel and Accommodation.
- 8) Maximum of two 1 hour permissions can be taken in a month. This permission can be availed at any time of the day but the duration should not exceed 1 hour and the maximum number of times cannot exceed 2 times in a month.
- 9) Maximum of 1 day paid leave can be availed every month. Leave exceeding 1 day a month will be on Loss of Pay.
- 10) Should you require being absent from work for reasons of sickness, injury or any other reason your must either personally or through another person notify Six Phrase immediately of this and also of when you expect to be able to return to work. In case of leave exceeding more than 2 days you will be entitled to submit necessary documents pertaining to the reason for leave.
- 11) In case you wish to resign / leave the service of the company, you will be required to give **three month** notice in writing failing which SIX PHRASE is entitled to recover amount equal to 3 months salary by way of agreed liquidated damages. The company at its sole discretion may accept one month's salary, or part thereof, in lieu of the notice. The company reserves the right to terminate you from operations without giving any notice during the contract period.
- 12) Please bring along the below listed documents / details on your day of joining
- ✓ 2 passport size and 1 stamp size color photographs.
 - ✓ Proof of Identity - Passport / Driver's license / Bank Account Statement. (Photocopy)
 - ✓ Proof of address - Ration Card / Passport / Voters ID (Photocopy)

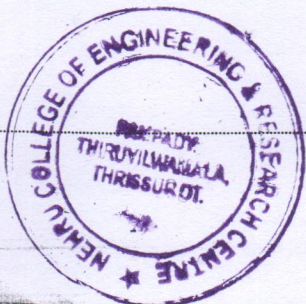
Yours truly,

For SIX PHRASE FINISHING SCHOOL

Offer of Employment Accepted:

Sankaradasan

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Pampady, Thiruvilwamala, Thrissur Dt.
Pin - 680 597, Kerala



SIX
PHRASE
The Finish