



Expertrons
Inspire Success



Date : 12th June, 2023

Private & Confidential

To,
Logesh,

Subject: Offer Letter

Dear Logesh,

It gives us great pleasure to welcome you to be a part of Expertrons Technologies Pvt. Ltd. family.

Further to your application and subsequent interview, we are pleased to offer you the position of **Business Development Executive**. Your date of joining would be **15th June 2023**.

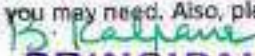
We will be offering you this position at an emolument of **Rs. 4,20,000 (Four Lakhs Twenty Thousand Only) per annum**, which includes a **(Fixed Gross Monthly Component of Rs. 27,500/- Fixed Incentive (disbursed quarterly) Component of Rs. 2,500/- and Monthly Variable Component of Rs. 5,000/-) per month** consolidated as mentioned in Annexure A. The organization currently adheres to a **two months' probation period**. During this time you should evaluate the position to make certain it satisfies your job expectations and needs while management evaluates your suitability for the position.

We believe that our team is our biggest strength and we take pride in hiring **ONLY** the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful job experience with **Expertrons**.

Your appointment will be governed by the terms and conditions presented in **Annexure A**.

In addition to the key policies mentioned on the following pages, you will also be required to abide by the internal company policies that are in force and amended from time to time. The detailed policies can be found on our HRMS. Please go through them immediately upon joining.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073



www.expertrons.com



RT- 401, Kanakia Boomerang, Chandivali Farm Rd, Yadev
Nagar, Chandivali, Powai, Mumbai-400072



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@expertrons
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 @expertrons

26. Preceding, during and succeeding the period of employment, (i) you agree that you will not disparage or criticize the Company or its Affiliates, or their respective businesses, management, directors, business practices, or equity holders (the "Company Entities") and that you will not otherwise do or say anything that could disrupt the good morale, or otherwise harm the interests or reputations, of the Company Entities and (ii) you agree that you will not disparage or criticize the product, services or the offerings of the company on any public forum, blogs, social network etc. In case of breach of this clause, the company will be liable to take legal action against you.

27. You need to report to the office, Address: B1 - 401, Kanakia Boomerang, Chandivali Farm Road, Yadav Nagar, Chandivali, Powai, Mumbai, Maharashtra 400072.

I have negotiated, agreed, read, and understood all the terms and conditions of this job letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter.

Congratulations!

Warm Regards,

Krishna

Krishna Sapariya
HR Manager

Date: 15-06-2023

Name: Jogesh

Place: Chennai

Signature: *Jogesh*

B. Kalpana
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GOWRIVAKKAM, CHENNAI-600 073.



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B1- 401, Kanakia Boomerang, Chandivali Farm Rd, Yadav
Nagar, Chandivali, Powai, Mumbai - 400072

Offer Letter

21st Nov, 2023

Logesh S
No.45, Kalamegam 1st Cross Street,
Sembakkam, Tamil Nadu

Dear Logesh ,

This has reference to our meeting & subsequent telephonic discussions.*

We are pleased to offer you the position of Data Analyst with our organization on discussed and agreed terms.

Your compensation will be as per the annexure attached.

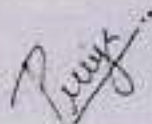
A detailed service agreement will be shared with you at the time of joining. Your joining date is 04th Dec 2023.

To complete our records, you would need to bring the following with you on the date of joining:


- Certificate of your last educational qualification in original
- Relieving letter from your last assignment
- A resume with identification document (Passport/Driving License)
- Photocopy of residence proof
- Photocopy of PAN card (2 copies)
- 5 passport size photographs
- Aadhar Card (2 copies)
- Cancelled Cheque
- Photocopy of Driving License (2 copies)

Please sign a duplicate copy of this letter in token of your acceptance of the said terms.

Looking forward to working along with you.
For Sewell's Group India Private Limited,


Priya Sharma
HR Manager




Principal
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

MSX International
104, Building No-7,
1st Floor, Sector 2, Millenium
Business Park, MDC, Mahape,
Navi Mumbai-400701, India
Tel: +91 22 6735 4900
E-mail: info@msxl.com
Sewells Group India Private Limited
CIN No. U74999MH2002PTC135618

Compensation Offer Sheet

Name: Logesh S

Position: Data Analyst

Grade: 4

Joining Date: 04th Dec 2023

Compensation Details:

Item	Offered (INR on Annual Basis)
Basic	241,710
HRA	120,855
Development Fee	54,755
Cell Allowance	12,000
Leave Travel Allowance	24,000
Gross Salary	453,320
Employer's contribution towards PF	21,600
Group Insurance Premium	8,500
Total CTC	483,420

- Cell (Rs. 1000/- per month). If your cell bill exceeds Rs. 1000, the excess amount would be reimbursed in case the excess amount is equal to amount spent for business calls.
- LTA will be paid along with your monthly salary and tax benefit will be applicable as per Income Tax act.
- Group Health insurance premium (paid on behalf by the Company Premium amount Rs.8500/-). Medi claim coverage of Rs. 400000 for the employee, spouse and two dependent kids.
- Personal accidental policy with Coverage of Rs. 1000000 paid by the company.
- The CTC amount is prior to the income tax deduction. Income tax will be deducted from the CTC as per the relevant tax slabs and the Investment declared by the employee.

Agreed and Signed

Logesh

B. Kalpana
Principal
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

Dear Lokesh D,

We are pleased to offer you a position of **Relationship Manager**, at **L1 Level** as per the following terms and conditions.

1. Place of Posting: Mysore. Your final location would be confirmed at the time of joining. The Company has pan India operations and hence your posting is transferable. Your scope of work will include but not limited to all the functions related to **Sales, Business Development, Credit and Collections** for the company.

2. Working hours: Working hours are from 09:30 AM to 06:00 PM, 6 days per week. However, if the exigency of work demands, you should be prepared for longer work hours to ensure timely completion of assigned tasks.

3. Probation: You will be on probation for a period of six months from the date of joining. Upon successful completion of probation your appointment will be confirmed. Your probation may be extended depending on your performance.

4. Compensation Package:

4.1. Salary: As per the structure mentioned below:

Particulars (p.a.)	Amt (Rs.)
Basic Salary	Rs. 180,000
House Rent Allowance	Rs. 90,000
Leave & Travel Allowance	Rs. 20,000
Flexible Allowance	Rs. 67,200
Other Allowances	Rs. 71,200
Provident Fund	Rs. 21,600
Gross Salary	Rs. 450,000
Incentives	Rs. 150,000
CTC *	Rs. 600,000

*Insurance is a company paid benefit which is over and above your CTC

4.2. Allowances:

4.2.1. The Flexible Allowance can be availed either through salary or in the form of reimbursement of food, fuel, communication through Sodexo multi benefit card (At present this is Rs. 67,200 p.a.)

4.2.2. Official travel will be reimbursed subject to the policies of the company governing the same.

4.3. Other Benefits:

4.3.1. You will be entitled to Privilege Leave (PL) of 21 Days per annum, however no such leave is allowed within the first 6 months of joining

4.3.2. You will be entitled to an Incentive which will depend on your performance against targets planned for specific periods and other rules governing the same. (At present performance based incentives for Relationship Manager are pegged at Rs. 150,000 /- p.a.)

B. Kalpana
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PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

4.3.3. You will be covered under the group medical and accident insurance policies of the company

5. General:

5.1 You are expected to devote your whole time, attention and ability to the interest of the company and show total commitment to its goals.

5.2 You will have to maintain absolute secrecy and confidentiality in regard to all the documents and information pertaining to the company and its customers, which you come across in course of your duty.

5.3 You will not engage yourself, in any business of your own or any other business/employment.

5.4 You are expected to treat these terms of employment confidential.

5.5 Breach of any of the above conditions will render you liable for termination of your employment without notice.

5.6 Any dispute between you and the company concerning or relating to or arising out of this offer shall be subject to the jurisdiction of and be determined by the court of the competent jurisdiction in Mumbai only.

6. **Notice Period:** Either party shall be entitled to terminate the said employment by giving **2 Months** notice or in-lieu of such notice, a sum equal to the gross salary (excluding Employer's Provident Fund) for the notice period at management's discretion.

7. Your **Date of Joining** shall be June 1, 2023.

8. **Acceptance:** Kindly sign the duplicate copy of this letter or send us an email to confirm your acceptance.

For Home First Finance Company India Ltd.



(Authorised Signatory)

I have read the contents of the above offer and accept the same. I will join on 1 | 06 | 23

Date: 1 | 06 | 23

(Signature):



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ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



Barclays Global Service Centre Private Limited
DLF IT Park, Level B, Building 9A and B,
Nandambakkam Post, Ramapuram,
Mount Poonamallee Road, Manapakkam, Chennai
Tamil Nadu
600089
India
Phone: +91 2261752000

29 September 2022
S Lokesh
9, Krishna Nagar 1st Street,
Perungudi
Chennai
600076

Dear S Lokesh,

Following our recent discussions, we are delighted to extend an offer of employment to you.

Enclosed are a Summary of Key Terms, any applicable Schedules and Detailed Terms and Conditions which set out important conditions relating to your employment and which, together, form your employment terms with Barclays ("**Employment Letter**").

The Employment Letter refers to the Barclays Values (Respect, Integrity, Service, Excellence and Stewardship) as these are a central part of everything we do. The Values as well as our purpose and behaviours, will have formed a key part of your selection process when being offered a role at Barclays. You will be expected to act in accordance with the Values as a Barclays employee, and in particular, to follow our Code of Conduct (known as the Barclays Way). More information on this, and how we 'live' the Values will be available prior to and on joining Barclays.

This offer is conditional upon you satisfying Barclays recruitment and screening conditions and procedures and where applicable, the appropriate regulatory approvals. To start the process you will need to complete an application form. If you have not already received it, you will receive a link to the site shortly.

On or before your first day of employment, you will need to provide written documentation which proves your eligibility to work in India. You will also need to sign one copy of your Employment Letter (enclosed) confirming, that you have read, understood and accept the terms. You must return this on your first day of employment.

We look forward to welcoming you to Barclays.

Yours sincerely

Sanjeev Mishra
Director HR Operations - GSC India

Registered Office: Barclays Global Service Centre Private Limited, 5th to 12th Floor(Part), Building G2, Gere Commerzone SEZ, Survey No. 65,
Kharadi, Pune 411014

CIN: U72200PN2007FTC 132479 Tel: +91 2067160007 Fax: +91 206716900 Website: barclays.com

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PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

Salary

Components	In INR Per Annum
Basic salary	180,000.00
House Rent Allowance	90,000.00
Flexible Benefit Plan (see further "Statutory and Other Benefits" below)	90,000.00
Annual Salary	360,000.00
Statutory Bonus	24,802.00
Employer's ESI Contribution (Employee State Insurance)	0.00
Provident Fund (Employer's Contribution)	21,600.00
Gratuity (per Company policy)	8,554.00
Total Fixed Pay	415,056.00
Target In-Year Discretionary Incentive Award	30,000.00
Estimated Cost to Company (CTC)	445,056.00

The target discretionary incentive award is for illustrative purposes only. Payment of any discretionary incentive award is at the absolute discretion of Barclays, and is also subject to the applicable plan rules from time to time in force. You may not receive any discretionary incentive award, or may receive an amount less than the target. Awards may be delivered in a form other than cash, and may be deferred. If you are eligible to receive a discretionary incentive award that is not annual (e.g. it is monthly or quarterly), then you are not eligible to be considered for an annual award.

Salary will be payable on a monthly basis, subject to applicable taxes, duties, cesses, and other statutory deductions, and is currently paid on or around the 28th (or the prior working day if the 28th is not a working day) of each month. The estimated CTC above does not create any contractual right to any such payment.

You may be eligible to receive discretionary allowances as mentioned above or otherwise, subject to and in accordance with the Company's policy on such allowances / flexible benefit pay component of the salary, subject to amendment from time to time by the Company, to reflect changes in law, tax, or other reasons. These allowances may be reduced or withdrawn.

Your allowances will be paid along with your salary as mentioned above, subject to applicable taxes, duties, cesses and other statutory deductions.

Discretionary Incentive Award

You may be eligible to be considered for a discretionary incentive award on an annual basis, at the absolute discretion of the Company and subject to you being eligible at the relevant time. Normally, awards are made in the first quarter, in respect of the previous financial year.

Statutory and Other Benefits

You will be eligible for various statutory benefits in accordance with the relevant laws. You will also be eligible to participate in the Company's benefits scheme, details of which are set out in the attached flyer which does not form part of your contract or have any contractual effect.

Any benefits are subject to the relevant policies/plans from time to time in force. The Company reserves the right to change the benefits or policies/plans from time to time.

Annual Leave

You are entitled to avail annual leave which includes privilege leave, casual leave and sick leave entitlement in accordance with the applicable laws in the state of your Place of Work. Further details are included in the Detailed Terms and Conditions and on your intranet.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
 ARTS AND SCIENCE COLLEGE
 GOWRIVAKKAM, CHENNAI-600 073**

HRD-OFFR-/68/AR/0811

11/2/2023

Loorthu Asika Y
NO 3/67, Karpagam Street,
Mambakkam,
TAMIL NADU
600169

Offer LetterDear **Loorthu Asika Y**

Congratulations! Further to the interview you had with us, we are pleased to extend an offer to you in the capacity of a "Trainee - Customer Care" in grade "P0".

Your Annual CTC will be **Rs.3,00,000 (Three Lakh Rupees)** and detailed break up of your salary has been explained in the enclosed Annexure.

Terms and Conditions of Employment:

This offer is valid until **03/11/2023** which will be your joining date with us and will stand void post your stated joining date.

And note that this offer is purely based on the information/documents provided by you and by accepting the offer, you specifically authorize the Company or any external agency through us to verify your educational, employment antecedents, your conduct, and any other background checks prior to your joining the Company or thereafter. You shall extend co-operation (if asked for) during such verification without any protest or demur. If there is a discrepancy in any of the information submitted by you (which formed the basis for this offer) or in the copies of the documents/certificates given by you as proof in support of the above, the Company reserves the right to revoke the offer at any time during service.

- A. **Probation:** You will be on probation for 6 months and your employment will be confirmed in the rolls of the company based on your performance during the probationary period.
- B. **Work Location:** Your posting will be at PreludeSys India Private Limited, Cld No D 12, New No A-3, 1st crossroad, SIPCOT IT Park Siruseri, Navalur, Chennai 603103. Your posting at present is in Chennai. During your employment with this Company, you may be posted/transferred/attached to any other Company of PreludeSys India Pvt Ltd., Or to any of the offices/subsidiaries/unit associate offices of the Company to any town or city in India or abroad at the sole discretion of the Management.
- C. Upon you working in another Company on transfer/on a specific project, you shall be entitled to emoluments and perks as applicable with PreludeSys India Pvt Ltd., only.
- D. **Work Ethics:**
 1. During the course of your employment, you will apply yourself with dedication, exercise your duty to the best of your ability and shall devote your whole time and attention to promote the interests of the Company, and generally carry out the work as assigned to you and shall obey and comply with all the lawful orders and directions given to you by

B. Kalpana
PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT IT Park, Siruseri, Chennai - 603 103

Phone : 044-22551111
Email : hr@preludesys.com
CIN : U72200TN19990015163 (GATEWAY TO GREAT PLACES)
11, WAKKIAKAVU, CHENNAI - 600 052

through e-mail by the Company, it would be assumed that you have voluntarily abandoned the services of the Company, and you will be terminated from services with immediate effect and without any compensation in lieu thereof.

The terms and conditions mentioned in the letter are only a few selected ones, applicable to you and not a complete description of all Company policies and rules. You are required to go through the policy manual of the Company, as amended, from time to time.

Upon your acceptance of this offer letter / by your signing this offer letter, the Company reserves the right to initiate legal proceedings in the jurisdiction of the courts of Chennai to recover the cost of training as well as related costs associated with training as determined by the Company.

Even though the Company may depute you Overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be the courts in Chennai only.

Please note that the terms and conditions of your service contract as stipulated heretofore, or to be intimated hereafter, are to be treated as strictly confidential. You are not to divulge its contents to any employee of the Company/person connected with the Company.

In all service matters, including those not specifically covered here, such as Travel, leave, etc. you will be governed by the rules of the Company framed from time to time.

Retirement - Retirement will be exercised as per our retirement policy.

At PreludeSys, we aim to provide very satisfying and challenging work to our Employees, through whom we intend to deliver high-quality service to our clients.

For PreludeSys, India Pvt Ltd

Prasad Reddy
AVP - HR & IT

You are advised to read this letter carefully and if the terms and conditions are accepted by you, kindly acknowledge them by signing below.

I, Lokesh Anand, have read and understood thoroughly the rules of service and the above terms of the appointment of my service. I agree with all terms mentioned above and I shall abide by all general rules of service, which are now or may hereafter be in force. I accept my appointment of service with you.

Lokesh
Employee's Signature

Date: 03/11/2023

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PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT Industrial Estate, Sriruseri - Chennai - 603103.

PH: 9144-67617600 | WWW.PRELUDESYS.COM
GSTIN: 33ABCT28274201
CIN: U72000TN3000041576 | GSTA: 33ABCT28274201
CHENNAI - 600015

Salary Annexure

Candidate Name	Loorthu Aasika Y	Level	P0
Designation	Trainee - Customer Care	Department	IN - KPO
		Variable %	0
Particulars	Monthly (Rs)		Yearly (Rs)
Basic Pay (40% of your annual TCTC)	10000		120000
HRA	5000		60000
Basic and HRA Total	15000		180000
ESI - Employer (3.25% of your monthly fixed)	0		0
PF - Employer	1800		21600
Insurance	355		4380
Gratuity	481		5772
Statutory Employer	2646		31752
Car Lease, Fuel, and Maintenance (1800/2400 pm)	-		-
Leave Travel (@ 3 months basic pay once in 2 years)	-		-
Internet / Mobile reimbursement (1000 pm)	-		-
Professional Development (2000 pm)	-		-
Food (1100/2200 pm)	-		-
Flexi Benefits Total (as per employee option)			
Special Allowance	7354		88248
Professional Tax	208		2496
ESI Contribution by Employee (0.75% of your monthly fixed)	0		0
PF Contribution by Employee	1800		21600
Total Statutory Deductions (This will be in line with current prevailing Govt. norms)	2008		24096
Net Take Home	20348		244152
Fixed CTC	25000		300000
Variable Pay (*payout as per VP policy)	0		0
Total CTC	25000		300000

Applicable taxes will apply at any point in time toward your salary as per the current prevailing Government rules.

B. Kalpana
Principal
PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, Sirudurai Park, Siruseri - Chennai - 603 103.

PRINCE SRI LAKSHMESHWARA
IIT AND SCIENCE COLLEGE
GOVINDAVALLAM, CHENNAI - 600 773



STRICTLY PRIVATE & CONFIDENTIAL

ABFRL: HR: 2023

13 Feb 2023

EMPLOYMENT AGREEMENT

MadhanKumar K

Emp No. 025078

Dear MadhanKumar K

Welcome to Team ABFRL!!

We are pleased to appoint you as "Trainee Assistant Store Manager- Louis Philippe" with effect from 13 May 2023. The following terms and conditions will govern your appointment.

1. You will be based at Chennai and you will report to Area Retail Manager - Louis Philippe. You may however be liable for transfer to any of our Departments/Divisions/ Group Companies, in any location in India or overseas, at the discretion of the Company.
2. For details of your compensation & benefits, please refer Annexure1.
3. You will retire from the services of the company on attaining the age of 60 years.
4. You will be on probation for Six months from the date of your joining the Company. On completion of Six months, your services will be confirmed in writing. However, your probation may be extended subject to your performance as assessed by your Reporting Manager.
5. During your probation or such extended period, your services can be terminated with one- weeks' notice on either side or salary in lieu of ((Salary for this purpose would mean the Guaranteed Cash Amount) and will exclude other allowances).
6. After confirmation, should the Management wish to terminate your services, you will be given one month's notice or salary in lieu of this. ((Salary for this purpose would mean the Guaranteed Cash Amount) and will exclude other allowances). Similarly, if you wish to leave the service of the Company, you should give a written one month's notice or salary in lieu of this to the Company.
7. Upon completion of one year, based on your performance, you will be awarded an increment and thereafter you will be eligible for annual increment as per the Compensation Policy.
8. As part of the Terms and Benefits applicable to you, the Company will contribute 12% Basic towards PF every month. Since this is a contributory fund, you will be required to contribute 12% of your Salary towards Statutory PF every month. The company also contributes 4.81% of Basic towards a Gratuity Fund, the eligibility for which are as per the provisions of the Payment of Gratuity Act.

Divisional Office:

Aditya Birla Fashion and Retail Limited
(Formerly known as Pantaloon Fashion & Retail Limited)
MADURA FASHION & LIFESTYLE
Kh No. 118/110/1, Building 2,
Divyasree Technopolis, Yemalur Post,
Off HAL Airport Road, Bengaluru-560037

Telephone : +91 80 67271600
Website : www.abfri.com
custmerservice@abfriLadityabirla.com

Registered Office:

701-704, 7th Floor, Skyline Icon Business
Park,
86-92, Off Andheri-Kurla Road, Marol
Village,
Andheri East, Mumbai, Maharashtra-400059,
India.
CIN-LI8101MH2007PLC233901

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

ADITYA BIRLA



15. At the time of your separation from the Company, you will ensure that the assets and documents and intellectual properties of the Company in your custody and / or under your charge, including any Power of Attorney (s) issued by the Company in your favour, are returned intact to the Company and you will vacate the Company accommodation, if any provided to you.
16. Management reserves its right to alter, add and modify any of the above terms and conditions without assigning any reasons.
17. Therefore, you shall not, at any time during the terms of your service with the company or within five years after the cessation of your service, make available or accessible such knowledge to any other party directly or indirectly.
18. Your employment and its continuance with the company is subject to your being found medically (physically and mentally) fit.

This Appointment is offered to you on the basis of the representations and statements made by you in your application for employment. If any of these representations or statements is found to be untrue or false, the Company will have the liberty to terminate your services forthwith, without assigning any reason thereof and in such cases you will have no claim whatsoever on the company.

This letter is being given to you in duplicate. Please return the duplicate copy duly signed by you as a token of your acceptance.

We look forward to a long and mutually beneficial association.

Yours sincerely,

For Aditya Birla Fashion & Retail Limited

Gurucharan Singh Gandhi
Senior Vice President-HR
Madura Fashion and Lifestyle.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Divisional Office:

Aditya Birla Fashion and Retail Limited

(Formerly known as Pantalons Fashion & Retail Limited)

MADURA FASHION & LIFESTYLE

Kh No. 118/110/1, Building 2,

Divyasree Technopolis, Yemalur Post,

Off HAL Airport Road, Bengaluru-560037

Telephone :-9180 67271600

Website : www.abfri.com

customerservice@abfriLadityabirla.com

Registered Office:

701-704, 7th Floor, Skyline Icon Business Park,

86-92, Off Andheri-Kurla Road, Marol Village,

Andheri East, Mumbai, Maharashtra-400059, India.

CIN-LI8101MH2007PLC233901

January 19 , 2023

Madhavan Velayutham

33, Tamil Poonga Cross Street, Irumbuliur
West Tambaram, Chengalpet,
Tamil Nadu- 600045 India

Dear Madhavan ,

Sub: Offer Letter

Congratulations!

We are pleased to offer you the position of **Document Production Associate** for **Banking** unit at Williams Lea India Pvt. Ltd. You are required to join duty on or before **23 June 2023**, post which the offer stands void.

You will be reporting to the **Senior Client Manager**

The terms and conditions of your appointment are as follows -

1. SALARY & JOB BAND

Your annual remuneration would be **INR 5,09,628/- (Five Lakh Nine Thousand Six Hundred and twenty-eight only)**, details of the same have been specified in the annexure to this letter. Your Job Banding would be **O**. You will be governed at all times by the policies, procedures and rules of the company related to the salary, allowance, benefits and pre-requisites which are specified in the offer letter. Please note that if your DOJ is on or after 6th of a month, then the pro-rated salary for that month shall be paid along with subsequent month's salary E.g. if your DOJ is in between 6th January 2021 to 31st January 2021 (both dates inclusive), then your pro-rated salary for the month of January 2021 shall be paid along with your February 2021 salary. Further, the company may modify or change such allowances, benefits and pre-requisites from time to time in accordance with its policies. The entitlements will be governed by the job band an employee belongs to.

2. INITIAL PLACE OF POSTING

Your initial place of posting will be **Module 0308 "D" Block, Third Floor, Tidel Park, Taramani, Chennai-600113, Tamil Nadu, India.**

3. JOB ASSIGNMENTS

You may during the course of your employment be given any assignment arising out of the company's business that the company, in its subjective judgments, feels is suited to your background, qualifications or experience.

4. TRANSFER

The company, may in its business interest, transfer you to any of its offices in India or abroad on such terms and conditions as are applicable to such transfers as per company rules.

5. SERVICE CONDITIONS

During the period of your employment with the company, the service rules and regulations of the company and the amendments that may be brought into force from time to time and the rules governing business conduct, ethics and secrecy shall govern you.

B. Kalpana
PRINCIPAL

be **One** month both from your side and the employer's side; and on confirmation of your employment the notice period will stand revised to **two** months.

14. MINIMUM SERVICE PERIOD

In case of leaving, the employee shall serve **two** months' notice period. The payment for notice period will be solely at the discretion of the Management. The salary payable shall be the Basic salary drawn at the time of resignation. In the event of misconduct or an act of serious breach by you, the company is entitled to terminate your employment with immediate effect without any prior notice.

The Company, at its sole discretion, may terminate services of employment after giving due notice, under any of the following conditions

- When performance does not meet acceptable standards, as defined by the Business unit
- When client operations shut down completely and there is a possibility of business impact
- Any other Force majeure situations that may affect the company operations.

15. EMPLOYMENT RELATIONSHIP

Under this offer of employment, the company is engaging you as a full-time employee and you shall be assigned to work with any of the clients that we support worldwide. In engaging your services, employment relationship is between you and Williams Lea India Pvt Ltd. alone and not to the client that you are aligned to. You will also not be entitled to any benefits including and not limited to any bonus, allowance, severance payment, compensation, stock, options, etc., which are provided by the client to its permanent employees and/or claim permanency of employment with the client.

16. SHIFTS

You will be required to work in shifts as per company's needs.

17. ACCEPTANCE

If the terms and conditions of appointment enumerated in this letter of appointment, including its annexure are acceptable to you, please confirm your acceptance by signing on the duplicate copy of this letter and return it to the company. We welcome you to the organization and sincerely hope that your period of service will be long, pleasant and of mutual benefit.

For Williams Lea India Pvt. Ltd.



Anandaraj George
Senior Manager – HR Operations

I agree to accept employment on the above-mentioned terms and conditions:

Signed: 

Name: **MADHAVAN.R**

Date: **21.06.2022**

B. Kelpane
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PRINCE SHRI VENKATESHWARA
CONFIDENTIAL
COLLEGE
GOVRIYAKKAM, CHENNAI - 600 073



April 12, 2023

Dear Madhumitha,

Welcome to VDart Group!

Thank you for exploring career opportunities with VDart Group. You have successfully completed our initial selection process and we are pleased to offer you a position of **Associate-Global Finance** with VDart Group, on the following terms and conditions.

You will draw a CTC of **2,25,500 (Two Lakh twenty five Thousand five hundred Only)** per annum excluding statutory deductions.

- You will be entitled to Leave, Gratuity, Medical Insurance etc. in accordance with the Law / Company Policy from time to time.
- Your initial place of posting will be at **VDart Technologies, No.199/90, Dr Radhakrishnan Salai Road, Dwarka Colony, Mylapore, Chennai - 600004** and your actual place of posting will be communicated to you later and you will report for duty on **June 2, 2023**.
- This letter of offer is subject to completing other joining formalities as specified and also successful completion of BGV. In case if there are any discrepancies then the offer will be void based on company policy. Upon completion of above said a detailed appointment letter will be given within one week from your joining.
- **Annexure 1** will cover the Compensation break-up and mandatory documents required for joining.
- **You are required to submit your PAN / Aadhar number to HR on your joining.**

We look forward to you joining with our team. We are sure that you will have a long, rewarding and fulfilling career with our company.

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

Thanking you,

Yours faithfully,

MohanaSundaram
Assistant General Manager - HR

B. Kalpana
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PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 077

August 7th, 2023

Magesh M
Chennai

OFFER OF EMPLOYMENT

Dear Magesh,

With reference to your application and subsequent interview undergone, we are pleased to offer you employment in our Organization on the following terms and conditions:

You will be designated as **Executive — QC for Diagnostics Division**.

1. Your salary details are given in the Annexure — II. However, your compensation will be altered/ Changed from time to time in line with the compensation policy and practices of the company. Your compensation data is highly confidential and should only be discussed with your reporting manager or the HR Department.
2. You will be based at Chennai. Your job requires you to travel all regions. You will be provided with such allowances for travel, lodging and boarding as is prevalent in our organizational travel manual whenever you are on tour.
3. By accepting this offer letter, you hereby confirm that you would abide by the company policies, as amended time to time.
4. As per company policy, the probation period applicable to you shall be six months. After completion of your probation period, your services will be confirmed in writing within one month from the date of completion of your probation period.
5. Your services during the period of probation shall be liable to be terminated giving notice as per company policy. Likewise, probationer will also be competent to terminate his/her contract of employment as per the policy. The waiver of the notice period fully or partially is at the

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E-mail: gfaupmarketing@trivitron.com

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ARTS AND SCIENCE COLLEGE
GEORIVAKKAM, CHE



Your joining date (mutually agreed between you and HR) will be intimated to you. Without confirmation from HR regarding your joining date you will not be allowed to complete joining formalities.

Please sign and return this letter to HR, as a token of your acceptance.

Best wishes and looking forward to a mutually fruitful association.

Yours sincerely,

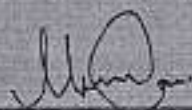
For Trivitron Health Care Pvt. Ltd.



Chandra Ganjoo

Executive Director & Group CPO

I agree to the above terms and conditions.



Magesh M.

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ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

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0298/0469] | Mumbai [+91 22 6661 2526/27726, 6610 1589/90]


Branch Offices: Ahmedabad, Chandigarh, Cochin, Coimbatore, Jaipur, Lucknow, Nagpur, Pondicherry, Pune, Sri Lanka & Dubai

Annexure - II

Pay and Allowances			
Name of the Employee: Magesh M			
Designation: Executive - QC			
Division: Diagnostics			
Location: Chennai			
Pay and Allowances effective from DOJ			
S.NO	Particulars	Amount in rupees per month	Amount in rupees per annum
1.	Basic Pay	15,000	1,80,000
2.	House Rent Allowance	6,000	72,000
3.	Special Allowance	145	1740
4.	Gross Pay	21,145	253,740
5.	Provident Fund @ 12% on basic pay(Employer Share)	1,800	21,600
6.	Gratuity	722	8,664
7.	Total CTC	23,667	284,004
Medical Insurance coverage of INR 2 Lac for self, spouse & 2 kids			
Accidental Insurance coverage of Twice the CTC for self			



Chandra Ganjoo
Executive Director & Group CPO



Magesh

Trivitron Healthcare Pvt. Ltd.

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Branch Offices: Ahmedabad, Chandigarh, Cochin, Coimbatore, Jaipur, Lucknow, Nagpur, Pondicherry, Pune, Sri Lanka & Dubai



genpact

Transformation
Happens Here
BFS

Date: May 30, 2023
Mageshwari R
Chennai

Dear Mageshwari

Sub: Appointment letter

We are pleased to offer you an appointment with Genpact ("Company") as **Senior Associate** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your annual Cost to Company (CTC) will be Rs.3,50,000.
2. Your initial place of work will be **India>Bangalore>Bangalore Surya Park IN - Office**. However, your services are transferable, and you may be assigned after reasonable notice, to any location in India or abroad where the Company or any of its associated or customers conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.
3. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The guest house can be availed for a period of 15days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 Months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement.
4. As a Precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnish proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of Personal, Academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the company.
5. The Company will be working 7 days a week, 24 hours a day. Your shift timings may vary as per business requirement will be duly communicated to you in advance. You will be expected to attend office week unless otherwise required or communicated by the Company, except while traveling on business – as assigned to you by your supervisors. Weekly offs and holidays will be governed as per applicable legislations and the relevant Company Policies.
6. You shall be required to provide the Company all documents and information as set forth in Annexure I of this appointment letter.
7. You will be entitled to leaves subject to prior approval of your supervisor/manager at the Company. Your leave entitlement and accumulation / carry-forward of leave and related aspects will be governed as per the existing Company Policy on the subject.
8. Your appointment has been done after an extensive process for an important position which requires your skills and experience. This appointment may come to an end at the instance of either party by giving the other a notice in writing for one month. Your relieving from the services of the Company would be contingent upon successful serving of the full and complete notice period. Failing to do so would entitle the Company to recover damages for all losses caused due to any shortfall in serving of the full and complete notice period. The Company in addition to its rights to recover damages will not furnish a relieving letter in case of shortfall in the notice period unless such shortfall has been signed off by the appropriate person in the Company. In exceptional situations the Company reserves the right to waive off notice period at its sole discretion.

Genpact India Private Limited

CIN: U73100DL2005PTC307363

Regd. OR: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001

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**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073**



genpact

Transformation
Happens Here

17. You are required to submit your relieving letter in original from your previous employer (if applicable) within 60 days of your joining the Company failing which your employment with the Company shall be liable for termination without prior notice.
18. All terms and conditions will be governed by the Company's policies as stated from time to time and the Company may in its sole discretion as it deems fit revoke or change such policies.
19. The terms of this offer shall be kept strictly confidential. You shall execute all other documents as may be required to give effect to this offer.
20. Any and all disputes arising in connection with the appointment letter shall be referred to arbitration which shall be conducted in accordance with the Arbitration and Conciliation Act, 1996 by a Sole Arbitrator appointed by the General Counsel of the Company. The venue of the Arbitration shall be **Bangalore** and the language shall be English. You agree to submit yourself to the exclusive territorial jurisdiction of courts at **Bangalore**.

Your assignment is effective from **June 29, 2023**.

Kindly sign and return a copy of this letter. Please initial each page in acceptance of the terms and conditions set out here in latest by 15 days from the issuance of the letter else this offer stands automatically withdrawn.

We welcome you and wish you every success in your career with Genpact.

You are requested to come on the joining date at 9:15 am at Genpact, India>Bangalore>Bangalore Surya Park IN - Office.

Warm regards,

For Genpact India Pvt. Ltd.

Ritu Bhatia
Senior Vice President - HR

Accepted and Agreed

Mageswari R

Genpact India Private Limited

CIN: U73100DL2005PTC307363

Regd. Off: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001

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GOWRIVAKKAM, CHENNAI-600 073.



Expertrons
Inspire Success



Date : 12th June, 2023

Private & Confidential

To,
Mageshwari,

Subject: Offer Letter

Dear Mageshwari,

It gives us great pleasure to welcome you to be a part of Expertrons Technologies Pvt. Ltd. family.

Further to your application and subsequent interview, we are pleased to offer you the position of **Business Development Executive**. Your date of joining would be **15th June 2023**.

We will be offering you this position at an emolument of **Rs. 4,20,000 (Four Lakhs Twenty Thousand Only) per annum**, which includes a **(Fixed Gross Monthly Component of Rs. 27,500/- Fixed Incentive (disbursed quarterly) Component of Rs. 2,500/- and Monthly Variable Component of Rs. 5,000/-) per month** consolidated as mentioned in Annexure A. The organization currently adheres to a two months' probation period. During this time you should evaluate the position to make certain it satisfies your job expectations and needs while management evaluates your suitability for the position.

We believe that our team is our biggest strength and we take pride in hiring **ONLY** the best and the brightest. We are confident that you would play a significant role in the overall success of the venture and wish you the most enjoyable, learning packed and truly meaningful job experience with **Expertrons**.

Your appointment will be governed by the terms and conditions presented in **Annexure A**.

In addition to the key policies mentioned on the following pages, you will also be required to abide by the internal company policies that are in force and amended from time to time. The detailed policies can be found on our HRMS. Please go through them immediately upon joining.

We look forward to you joining us. Please do not hesitate to call us for any information you may need. Also, please sign the duplicate of this offer as your acceptance and forward the same to us.

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www.expertrons.com



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Nagar, Chandivali, Powai, Mumbai-400072



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26. Preceding, during and succeeding the period of employment, (i) you agree that you will not disparage or criticize the Company or its Affiliates, or their respective businesses, management, directors, business practices, or equity holders (the "Company Entities") and that you will not otherwise do or say anything that could disrupt the good morale, or otherwise harm the interests or reputations, of the Company Entities and (ii) you agree that you will not disparage or criticize the product, services or the offerings of the company on any public forum, blogs, social network etc. In case of breach of this clause, the company will be liable to take legal action against you.

27. You need to report to the office, Address: B1 - 401, Kanakia Boomerang, Chandivali Farm Road, Yadav Nagar, Chandivali, Powai, Mumbai, Maharashtra 400072.

I have negotiated, agreed, read, and understood all the terms and conditions of this job letter as well as Annexure hereto and affix my signature in complete acceptance of the terms of the letter.

Congratulations!

Warm Regards,

Krishna

Krishna Sapariya
HR Manager

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PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Date: 15 - 06 - 2023

Name: *Mageshwari*

Place: *Chennai*

Signature: *Mageshwari*



August 7th, 2023

Magisha B
Chennai

OFFER OF EMPLOYMENT

Dear Magisha,

With reference to your application and subsequent interview undergone, we are pleased to offer you employment in our Organization on the following terms and conditions:

You will be designated as **Executive — QC for Diagnostics Division.**

1. Your salary details are given in the Annexure — II. However, your compensation will be altered/ Changed from time to time in line with the compensation policy and practices of the company. Your compensation data is highly confidential and should only be discussed with your reporting manager or the HR Department.
2. You will be based at Chennai. Your job requires you to travel all regions. You will be provided with such allowances for travel, lodging and boarding as is prevalent in our organizational travel manual whenever you are on tour.
3. By accepting this offer letter, you hereby confirm that you would abide by the company policies, as amended time to time.
4. As per company policy, the probation period applicable to you shall be six months. After completion of your probation period, your services will be confirmed in writing within one month from the date of completion of your probation period.
5. Your services during the period of probation shall be liable to be terminated giving notice as per company policy. Likewise, probationer will also be competent to terminate his/her contract of employment as per the policy. The waiver of the notice period fully or partially is at the

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B. Kalpane
PRINCIPAL
PRINCE SHRI

Your Joining date (mutually agreed between you and HR) will be intimated to you. Without confirmation from HR regarding your joining date you will not be allowed to complete joining formalities.

Please sign and return this letter to HR, as a token of your acceptance.

Best wishes and looking forward to a mutually fruitful association.

Yours sincerely,

For Trivitron Health Care Pvt. Ltd.



Chandra Ganjoo

Executive Director & Group CPO

I agree to the above terms and conditions.



Magisha B.

B. Kalpana
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GOWRIVAKKAM, CHENNAI - 600 073.

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Annexure - II

Pay and Allowances			
Name of the Employee: Magisha B			
Designation: Executive - QC			
Division: Diagnostics			
Location: Chennai			
Pay and Allowances effective from DOJ			
S.NO	Particulars	Amount in rupees per month	Amount in rupees per annum
1.	Basic Pay	15,000	1,80,000
2.	House Rent Allowance	6,000	72,000
3.	Special Allowance	145	1740
4.	Gross Pay	21,145	253,740
5.	Provident Fund @ 12% on basic pay(Employer Share)	1,800	21,600
6.	Gratuity	722	8,664
7.	Total CTC	23,667	284,004
Medical insurance coverage of INR 2 Lac for self, spouse & 2 kids			
Accidental insurance coverage of Twice the CTC for self			



Chandra Ganjoo
Executive Director & Group CPO



Magisha

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HRD-OFFR-/52/AR/0211
11/2/2023

Mahadevi Ganeshan
NO, 35 Vallalar Street,
Urapakkam,
TAMIL NADU
600122

Offer Letter

Dear Mahadevi Ganeshan

Congratulations! Further to the interview you had with us, we are pleased to extend an offer to you in the capacity of a "Trainee - Customer Care" in grade "P0".

Your Annual CTC will be Rs.3,00,000 (Three Lakh Rupees) and detailed break up of your salary has been explained in the enclosed Annexure.

Terms and Conditions of Employment:

This offer is valid until 03/11/2023* which will be your joining date with us and will stand void post your stated joining date.

And note that this offer is purely based on the information/documents provided by you and by accepting the offer, you specifically authorize the Company or any external agency through us to verify your educational, employment antecedents, your conduct, and any other background checks prior to your joining the Company or thereafter. You shall extend co-operation (if asked for) during such verification without any protest or demur. If there is a discrepancy in any of the information submitted by you (which formed the basis for this offer) or in the copies of the documents/certificates given by you as proof in support of the above, the Company reserves the right to revoke the offer at any time during service.

- A. **Probation:** You will be on probation for 6 months and your employment will be confirmed in the rolls of the company based on your performance during the probationary period.
- B. **Work Location:** Your posting will be at PreludeSys India Private Limited, Old No D 12, New No A-3, 1st crossroad, SIPCOT IT Park-Siruseri, Navalur, Chennai 603103. Your posting at present is in Chennai. During your employment with this Company, you may be posted/transferred/attached to any other Company of PreludeSys India Pvt Ltd., Or to any of the offices/subsidiaries/unit associate offices of the Company to any town or city in India or abroad at the sole discretion of the Management.
- C. Upon you working in another Company on transfer/on a specific project, you shall be entitled to emoluments and perks as applicable with PreludeSys India Pvt Ltd., only.
- D. **Work Ethics:**
 1. During the course of your employment, you will apply yourself with dedication, exercise your duty to the best of your ability and shall devote your whole time and attention to promote the interests of the Company, and generally carry out the work as assigned to you and shall obey and comply with all the lawful orders and directions given to you by

PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT IT Park, Siruseri - Chennai - 603 103.

Ph: 81-46-67447600 | www.preludesys.com

CIN : U72007TN1398P KC01576 | GSTIN : 33AABCP7252K1ZC

PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GUWRIVAKKAM, CHENNAI - 600 073.

Page 1 of 5

through e-mail by the Company, it would be assumed that you have voluntarily abandoned the services of the Company, and you will be terminated from services with immediate effect and without any compensation in lieu thereof.

The terms and conditions mentioned in the letter are only a few selected ones, applicable to you and not a complete description of all Company policies and rules. You are required to go through the policy manual of the Company, as amended, from time to time.

Upon your acceptance of this offer letter / by your signing this offer letter, the Company reserves the right to initiate legal proceedings in the jurisdiction of the courts of Chennai to recover the cost of training as well as related costs associated with training as determined by the Company.

Even though the Company may depute you Overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be the courts in Chennai only.

Please note that the terms and conditions of your service contract as stipulated heretofore, or to be intimated hereafter, are to be treated as strictly confidential. You are not to divulge its contents to any employee of the Company/person connected with the Company.

In all service matters, including those not specifically covered here, such as Travel, leave, etc, you will be governed by the rules of the Company framed from time to time.

Retirement: Retirement will be exercised as per our retirement policy.

At PreludeSys, we aim to provide very satisfying and challenging work to our Employees, through whom we intend to deliver high-quality service to our clients.

For PreludeSys India Pvt Ltd

Prasad Reddy
AVP - HR & IT

You are advised to read this letter carefully and if the terms and conditions are accepted by you, kindly acknowledge them by signing below.

I, Mahadevi Ganeshan, have read and understood thoroughly the rules of service and the above terms of the appointment of my service. I agree with all terms mentioned above and I shall abide by all general rules of service, which are now or may hereafter be in force. I accept my appointment of service with you.

Employee's Signature:
Date: 31/11/2023

PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT IT Park, Siruseri - Chennai - 603 103.

Ph: 81-44-87417600 | www.preludesys.com

CIN: U72300TN1999PTC041576 ; GSTN: 33AABCP7252K120

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS & SCIENCE COLLEGE
S... ..
HSA, A. ACINNAM 599 973

Salary Annexure

Candidate Name	Mahadevi G	Level	P0
Designation	Trainee - Customer Care	Department	IN - KPO
		Variable %	0
Particulars	Monthly (Rs)	Yearly (Rs)	
Basic Pay (40% of your annual TCTC)	10000	120000	
HRA	5000	60000	
Basic and HRA Total	15000	180000	
ESI - Employer (3.25% of your monthly fixed)	0	0	
PF- Employer	1800	21600	
Insurance	365	4380	
Gratuity	481	5772	
Statutory Employer	2646	31752	
Car Lease, Fuel, and Maintenance (1800/2400 pm)	-	-	
Leave Travel (@ 3 months basic pay once in 2 years)	-	-	
Internet / Mobile reimbursement (1000 pm)	-	-	
Professional Development (2000 pm)	-	-	
Food (1100/2200 pm)	-	-	
Flexi Benefits Total (as per employee option)			
Special Allowance	7354	88248	
Professional Tax	208	2496	
ESI Contribution by Employee (0.75% of your monthly fixed)	0	0	
PF Contribution by Employee	1800	21600	
Total Statutory Deductions *This will be in line with current prevailing Govt. norms	2008	24096	
Net Take Home	20346	244152	
Fixed CTC	25000	300000	
Variable Pay (*payout as per VP policy)	0	0	
Total CTC	25000	300000	

Applicable taxes will apply at any point in time toward your salary as per the current prevailing Government rules.

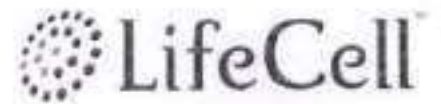
PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT IT Park, Siruseri - Chennai - 603 103.

P: 91-44-67412600 | www.preludesys.com

CIN: U72300TN1998PT0041576 | GSTIN: 30AAAC17252K12C

PRINCIPAL
PRINCE SHRI VENKATESHWARA
AND SCIENCE COLLEGE
CHENNAI - 600 073.



Ref: LC/HR/LO
22nd August 2023

Ms. Mahalakshmi K,
Camp Road,
Venkatamangalam,
Tamil Nadu - 600044

Dear Ms. Mahalakshmi,

LETTER OF OFFER

With reference to your application, the subsequent interviews, and the discussions we have held with you, we are pleased to offer you the position of "Executive – Molecular Genetics" in our Head Office on a CTC of **Rs.2, 71,619-** (Rupees Two Lakhs Seventy One Thousand Six Hundred Nineteen Only) p.a, the formal Letter of appointment shall be issued at the time of your joining duty.

You are requested to join the organization on **22nd August 2023** failing which this letter of offer stands cancelled.

You are requested to return the duplicate copy of this letter as a token of acceptance of our offer of appointment.

On your date of joining, you are required to produce the following documents to the HRD for verification and records:

1. Relieving Order from the previous employer
2. Salary Slip of last drawn Salary
3. Attested copy of Testimonials (X Certificate for Age Proof, XII and educational certificates)
4. Certificates of previous training programs / conferences/seminars attended.
5. ID Proof where copy of Passport if available or the Voter ID card may be submitted.
6. Medical Fitness Certificate from a registered medical practitioner mentioning your blood group.
7. Four Passport size photographs.
8. Aadhaar Card

While welcoming you to our organization, we wish you a long and fruitful career ahead.

For LifeCell International Private Limited

Thomas Keerthi F
Vice President – Human Resources

B. Kalpana
Principal
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

accesshealthcare™

Date: 01 Mar 2023 19:46

Employee ID: M0249132
Mr./Ms. Mahalakshmi Vishwanathan
Assistant Client Partner - AR

Appointment Letter

Dear Mahalakshmi Vishwanathan,

Thank you for the keen interest you have shown in our organization. Consequent to your application and the subsequent discussions you had with us, we are pleased to appoint you as **Assistant Client Partner - AR** with Access Healthcare Services Private Limited.

We appreciate your entrepreneurial instincts and welcome your decision to join this organization. We are sure that not only will you contribute in your field of expertise but also help build this organization to be a Global Player. In doing so, together we will preserve the Core Values that we stand for.

You are requested to contact **HR Team** at the following address to take on your assignment on **22 May 2023**

**Access Healthcare Private Limited (HQ), A9, First Main Road
Ambattur Industrial Estate, Chennai - 600 058, Tamil Nadu, India.**

In case you need any further clarification / assistance, please get in touch with the under signed.

Please sign and return a copy of this letter to the undersigned at the earliest.

Looking forward to your joining our "Winning Team"

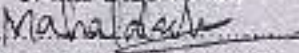
With best wishes,

Yours sincerely,

**I accept this appointment and the Terms and
Conditions attached.**

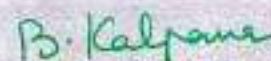
Digitally Acknowledged by me on

01 Mar 2023 19:46


Signature of the Candidate



Samuel S
Director - HR


PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Name : Mahalakshmi Vishwanathan
Employee ID : M0249132

Access Healthcare Services Pvt. Ltd
CIN:U74220TN2011PTCO78925
Registered Office: Kochar Technology Park, SP-31A,
3rd Floor, Ambattur Industrial Estate,
Chennai - 600058, Tamil Nadu, INDIA.
Phone: +91 44 4310680/81/82,
Website: www.accesshealthcare.com

Head Quarters
A9, First Main Road, Ambattur Industrial
Estate, Ambattur, Chennai - 600 058,
Tamil Nadu, INDIA
Phone: +91 44 42176066.

accesshealthcare™

Annexure I

SALARY COMPONENTS	Amount	
	Rs. PM	Rs. PA
Basic	12700.00	152400.00
House Rent Allowance	6350.00	76200.00
Conveyance Allowance	1600.00	19200.00
DA	0.00	0.00
SDA	0.00	0.00
Statutory Bonus	1985.00	23820.00
Special Allowance	5647.00	67754.00
Gross (A)	28282.00	339384.00

Benefits

Provident Fund	1800.00	21600.00
ESI	0.00	0.00
Medical Reimbursement	0.00	0.00
Retention Incentive	1058.00	12696.00
Gratuity	510.00	7320.00
Total (B)	3468.00	41616.00
Cost To Company (A+B)	31750.00	381000.00

Insurance Benefits:

a) **Floating Medical Insurance:** Access Healthcare provides a floating medical insurance coverage for expenses related to hospitalization for you and a maximum of three dependents.

Default Coverage limit: Rs.100,000/- per annum

b) **Personal Accident Insurance:** This provides you with round the clock financial protection in case of an accident anywhere in India. **Coverage limit: Rs.100,000/-**

Retirement Benefits:

a) Gratuity:

This is an ex-gratia payment paid as gratitude for your continuous service, as per Payment of Gratuity Act, 1972 and is governed by the guidelines laid out by Access Healthcare.

b) Provident Fund:

Effective September 1st, 2014 - Provident Fund (PF) scheme has been amended to increase the threshold of the wages for being eligible to benefits under the Provident fund Scheme to INR 15,000/- If your basic salary is above INR 15,000 PF contribution shall be at INR 1800 per month and if your basic salary is less than INR 15,000/- then PF shall be arrived at 12% of your gross salary (excluding HRA). Employer and Employee part of the contribution forms part of your salary structure and is payable as per Employees Provident Fund Act, 1952.

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073**

M0249132

Confidential

Access Healthcare Services Pvt. Ltd
CIN:U74220TN2011PTCO79925
Registered Office: Kochar Technology Park, SP-31A,
3rd Floor, Ambattur Industrial Estate,
Chennai - 600058, Tamil Nadu, INDIA
Phone: +91 44 43108980/81/82,
Website: www.accesshealthcare.com

Head Quarters
A8, First Main Road, Ambattur Industrial
Estate, Ambattur, Chennai - 600 058,
Tamil Nadu, INDIA
Phone +91 44 42176066

November 02, 2023

Mahendhiran Chandrasekaran
Vinobhaji Nagar,
Hasthinapuram, Chennai-600064

OFFER LETTER

Dear Mahendhiran Chandrasekaran,

Here at Navi, we believe that a company should be measured by the quality of its people. That's why we invest significant time and resources in hiring the best.

With that in mind, it gives me great pleasure to say: Welcome Aboard!

Navi is on a mission to make financial services simple, accessible and affordable and in doing so, we hope to positively impact millions of lives.

In the following pages, you will see the key terms and conditions that govern your employment and the details of your compensation and benefits.

Please note that this offer is subject to the successful completion of background and credential checks.

We look forward to a mutually rewarding, positively challenging and meaningful relationship.

We hope that this opportunity gives you the chance to do some of the best work of your life.

Sincerely,
For Navi Technologies Limited



Akanksha Chaturvedi
(Head - HR)

TERMS & CONDITIONS OF EMPLOYMENT

Your employment with Navi Technologies Limited ("Company") shall be on the following terms and conditions:

JOB ASSIGNMENT

- **Joining Date:** Your date of joining will be on or before **December 07, 2023** ("Joining Date").
- **Duties:** You will be employed in the position of **Executive 2**.
- **Location:** Your initial place of posting will be Bengaluru. However, you may be posted/transferred/seconded to any other place or offices of the Company or its affiliates including other group companies, subsidiaries, joint venture companies etc., as the Company may from time to time deem necessary, either in India or abroad. On such posting, you will be governed by the terms and conditions of service applicable to the new assignment, which shall however not be in any manner detrimental to the terms and conditions applicable to you immediately prior to such transfer.
- **Transfers:** You may be transferred to the rolls of a third party as the Company may deem necessary, provided the Company shall ensure that: (i) any such transfer shall be in compliance with applicable laws; (ii) your services to the Company shall not be interrupted by and upon such transfer; (iii) your compensation package shall not be curtailed or reduced or in any manner be unfavorably affected due to such transfer; (iv) such third party shall acknowledge your continuity of service for the purpose of computation of compensation and other applicable allowances and statutory benefits; and (v) there shall be no material change in your role and responsibilities. You hereby consent to such transfer and agree to promptly execute all documents in connection hereof with the Company and/or the third party and do all such acts, deeds and things as might, in the opinion of the Company, be necessary to give full effect to the terms of the transfer, including resigning from the Company.
- **Exclusive Services:** Your employment with the Company is on a full-time basis. While you are in the services of the Company, you are not permitted to directly or indirectly, engage yourself or devote any time or attention to any full time or part time employment, trade, business or occupation, with or without remuneration, for any third person or concern (including self-employment) unless otherwise agreed by the Company.

COMPENSATION & LEAVE

- **Compensation:** Your yearly total CTC, encompassing benefits and additional allowances, would amount to **Rs.5,00,000 per annum**
- **Leave:** You will be eligible for leave as specified in the Company Leave Policy which is in force and as may be modified from time to time.

BACKGROUND & CREDENTIALS

- The Company shall be entitled to conduct background and reference checks at any time, and your employment shall always be conditional on the result of such checks. In the event the results of such checks are unsatisfactory on any account, the Company may, in its sole discretion, terminate your employment without any notice.
- For this purpose, you explicitly consent to independent background checks by the Company or third-parties appointed by the Company, which will include the collection and transfer of your data by the Company for purposes related to your employment and agree to take all reasonable steps the Company may seek to facilitate the same.
- You must at all times keep your manager notified of any information about you with respect to: (i) any criminal conviction that may arise (excluding traffic violations), including, without limitation, bribery or fraud; (ii) any adverse claims that may be passed by a court of law against You; or (iii) any other proceedings that will make You personally liable before a court or a tribunal.

PROBATION

- The first 90 (Ninety) days from your Joining Date, will be the period during which your suitability for the position to which you have been appointed will be assessed ("Probationary Period"). The Company reserves the right to extend your Probationary Period if in its opinion such extension is necessary. If you fail to meet the Company's criteria to the satisfaction of your manager, during the Probationary Period,



ISO 9001 Certified Company

Date: 16-05-2023

Dear Mr.Mahmooda Gani H

Sub: Offer letter for the post of Embedded Trainee

With reference to your application and the subsequent interview held, we have pleasure in making an offer of appointment to you as Embedded Trainee in Beta Technologies Ind. Pvt. Ltd. You will be paid an annual CTC of Rs. 3,10,000/- (Rupees Three Lakhs and Ten Thousand Only) and a detailed structure of the same will be given later. This offer takes effect from your date of joining.

You will be on training for a period of six months followed by six- month probation. Your confirmation will be based on your performance. You will be governed by all rules, regulations and benefits laid down by the Beta Technologies Ind. Pvt. Ltd from time to time as applicable to your cadre.

We look forward to your valuable contribution towards taking Beta Technologies Ind. Pvt. Ltd to greater heights.

For BETA TECHNOLOGIES IND. PVT. LTD.

L. Ramesh
CEO - Managing Director
Beta Technologies India Pvt. Ltd
Coimbatore - 641 012.



B. Kalpana

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.



06/06/2023

Dear MAITHREYAN,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions, you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that your employment with us is contingent on subject to successful clearance of background verification. You need to submit all relevant documents for background verification within seven (7) days from the date of appointment letter. In case you fail to submit the documents within the prescribed period, we will initiate necessary action against you as deemed as appropriate by the Company including but not limited to revoking of this offer letter without any further liability to Company. You are requested to join us on or before **06/06/2023** on the following terms and conditions.

Your place of posting will be initially at **Chennai**. However, during your employment with us you may be posted or transferred/attached to any other units/companies/ offices or clients of The Sutherland Group either in India or Abroad at the sole discretion of the Management.

Your emoluments by way of Annual Cost to the Company is **Rs. INR 235,000.00** /- per annum (**Rupees Two Lakh Thirty-Five Thousand Only**), the details of which are given in the annexure of the appointment letter.

You shall report to **Jobbin Chandran** of the company or any authorized person nominated by the company from time to time, who will in turn assign your role, duties and responsibilities in the company.

You may be required to work in shift system of the company as intimated to you from time to time.

You are governed by the "Sutherland's Code of Conduct as updated from time to time" of the company which are in force or may come in force from time to time. You will also execute a service and confidentiality agreement as applicable to employees of your category from time to time.

You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing.

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOVINDAKKAM, CHENNAI - 600 073.

Sutherland Global Services Private Ltd.

Annexure

Name of the Employee: MAITHREYAN,
Designation: Associate-CS Internet
Date of Joining: 06/06/2023
Level: Level 1

Components	Rs. Per month	Rs. Per annum
FIXED PAY		
Basic Salary	5,496	65,949
House Rent Allowance	2,748	32,975
Bonus	2,209	26,513
Special Allowance	5,249	62,988
Gross Salary (A)	15,702	188,425
PERFORMANCE INCENTIVE (B)		
Performance Incentive	2,750	24,750
STATUTORY BENEFITS AND INSURANCE (C)		
Employer's Contribution to PF	1,555	18,654
Gratuity	264	3,171
CTC (A + B + C)	19,593	INR 235,000.00
Net Salary (Gross-PF-ESI)	14,030	168,358
Potential Earning (Net Salary + Performance Incentive)	16,780	193,108

Performance Incentive (Fresher) - You will become eligible for PI, after completion of 2 calendar months from your start date at Sutherland. Your PI will be paid against achievement on the target/s set by the company, on a time-to-time basis. PI is processed and paid 60 days from the completion of the performance period.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

Example 1: If DOJ on 1st of any Month, then PI eligibility would be from 3rd Month and paid along 5th Month Salary.

Example 2: If DOJ is on 2nd onwards of any Month, then PI eligibility would be from 4th Month and paid along 6th Month Salary.

Gratuity	Gratuity amount shall accrue annually, and the eligibility will be only on completion of 5 years of continues service with Sutherland and payable at the time of Final Settlement of Accounts
Insurance Coverage	Sum insured under Accident Insurance is Rs. 500,000/-, Mediclaim is Rs. 200,000/- for self only. Group term Life Insurance coverage of - Rs 500,000 for self only.
ESI	If your ESI wage (Gross - Bonus) is less than or equal to 21000/- per month, an amount equivalent to 0.75% of your gross salary will be deducted towards ESI every month - For details you may contact your Program HR Executive

We at Sutherland have the privilege to have you with us and personally welcome and wish you a very successful career with us and reaffirm our complete confidence in your ability to find professional and personal satisfaction here. All who met you agree you will be a fine asset to the company.

Best wishes for a long, happy and rewarding career with us.
Sincerely,

For Sutherland

Regards,



Amit Mukherjee

Sr. Director - Talent Acquisition

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
73, WRIYAKKAM, CHENNAI - 600 032



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bengalore- 560 100, India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTCO19138

Personal and Confidential
17-Aug-23

Ms. Malini S,
15, Nalkeeran Street,
West Tambaram,
Chennai 600044

Dear Malini,

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of Associate Business Analyst and your Gross Compensation is INR 541,004/-

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on-time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy.

R. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

Ms. Malini S,

• **Base Compensation Components:**

Designation	: Associate Business Analyst	
Effective	: August 22, 2023	
Pay Components	Pay Components	Pay Components
Basic (Inclusive of D.A.)	41,500	498,000
Flexible Compensation Plan ¹	53	636
Base Compensation	41,553	498,636
Provident Fund Company Contribution	2,580	30,960
Gestudy Fund Contribution	1,034	12,408
Gross Compensation	45,167	541,004

In addition to the above you are eligible for:

- You will be eligible for **Billability Incentive** of INR 3500,000/- per month, starting from fourth month till 12 months from date of joining subject to you being deployed to billable project.
- Group Medical Insurance, Group Personal Accident Insurance and Group Term Insurance
- CGI will contribute towards Share Purchase Plan (SPP) upto 3.0% of Base Compensation; matching your contribution. It puts into practice company's philosophy of intrapreneurship through ownership. All regular full-time members are invited to participate upon their hiring. Only those members who enroll for this benefit are eligible for receiving the company contribution & will need to contribute an equal amount on a monthly basis towards the purchase of CGI shares.
- Target Profit Participation Plan (PPP) at 2.0% of Base Compensation on pro rata basis. It is designed to encourage high-performance work culture. Actual PPP payouts are based on performance of CGI, performance of Business Unit, and performance of Individuals. All regular members employed as of June 30th of the reference fiscal year (Oct-Sept) are eligible. The Corporate guidelines of PPP may be amended from time to time.

Eligible members will be paid statutory bonus as per the provisions of the Payment of Bonus Act, 1965. Where members are eligible for both statutory bonus as well as the PPP, the company shall deduct from the PPP allocated to a member the amount of statutory bonus payable under the Act for such corresponding period and the difference will be paid as the actual PPP.

Note:

Flexible Compensation Plan¹: Option includes components like Meal vouchers, conveyance, NPS, LTA, etc.

The tax liability arising out of the above payments now or in the future, due to changes in income tax provision shall be borne by you.

I look forward to your acceptance of this offer and to welcoming you to our team. I am confident that in this new role, you will make a valuable contribution to CGI and our continued success.

Yours sincerely

For CGI Information Systems and
Management Consultants Pvt. Ltd.,



Jennifer A Mecherappady
Senior Vice President

I have read the terms and conditions of employment and the contents of the employment agreement and in token of my acceptance, I duly acknowledge the receipt of the letter of employment.

Please sign below to confirm that you agree with the terms and conditions stated in this letter.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIYAKKAM, CHENNAI-600 073.

Malini.S (22-8-23)
Signature & Date

31-May-2023

Dear MANIMARAN S,

We are pleased to offer you the position of FINANCIAL SERVICES CONSULTANT at Level - 1 of our Company.

Components	Components Rs. Per annum
Basic	87,000
Supplementary Allowance	112,000
Employer's Contribution to PF	22,600
Statutory Bonus	8,000
Gratuity	2,749
Flexible Compensation Pay	47,651
Total Fixed Pay	280,000.00

The Company reserves the right to conduct background checks including your antecedent, Education and employment. Your continuation in employment will be subject to satisfactory reports being received from all the above mentioned sources.

Please note that this offer is made and is valid subject to your acceptance of the term/conditions of employment with us and may be withdrawn/modified if any information or representation furnished by you is found to be incorrect or if any material information is detected by us to have been suppressed/misrepresented by you or any action on your part is found to be in contravention to the terms and conditions of employment or the Company's Code of Conduct or any Applicable Anti-Bribery Law and the Anti-Corruption and Bribery Policy of the Company. This offer letter may be withdrawn by the Company without assigning any reason whatsoever for such withdrawal. This letter is not to be construed as your letter of appointment, which will be issued separately subject to the conditions mentioned above.

The Company shall have the right to transfer you to any of its departments / offices or depute you to group companies, anywhere in India. In case of deputation to a group Company, the terms and conditions of your employment including gross salary and benefits, etc. as stated in this letter will continue to be applicable.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI 600 073

You are required to submit the requisite documents & proofs of successful completion of your graduation course within 6 months of joining the organization.

We look forward to your joining the company and wish you a long and successful career with the organization.

Best Regards,

Subhashish Banerji

Subhashish Banerji
Senior Vice President
Human Resources
ICICI Prudential Life Insurance Co. Ltd.

B. Kalpana
Principal
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073

be **One** month both from your side and the employer's side; and on confirmation of your employment the notice period will stand revised to **two** months.

14. MINIMUM SERVICE PERIOD

In case of leaving, the employee shall serve **two** months' notice period. The payment for notice period will be solely at the discretion of the Management. The salary payable shall be the Basic salary drawn at the time of resignation. In the event of misconduct or an act of serious breach by you, the company is entitled to terminate your employment with immediate effect without any prior notice.

The Company, at its sole discretion, may terminate services of employment after giving due notice, under any of the following conditions:

- When performance does not meet acceptable standards, as defined by the Business unit
- When client operations shut down completely and there is a possibility of business impact
- Any other Force majeure situations that may affect the company operations.

15. EMPLOYMENT RELATIONSHIP

Under this offer of employment, the company is engaging you as a full-time employee and you shall be assigned to work with any of the clients that we support worldwide. In engaging your services, employment relationship is between you and Williams Lea India Pvt Ltd. alone and not to the client that you are aligned to. You will also not be entitled to any benefits including and not limited to any bonus, allowance, severance payment, compensation, stock, options, etc., which are provided by the client to its permanent employees and/or claim permanency of employment with the client.

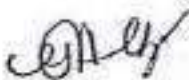
16. SHIFTS

You will be required to work in shifts as per company's needs.

17. ACCEPTANCE


If the terms and conditions of appointment enumerated in this letter of appointment, including its annexure are acceptable to you, please confirm your acceptance by signing on the duplicate copy of this letter and return it to the company. We welcome you to the organization and sincerely hope that your period of service will be long, pleasant and of mutual benefit.

For Williams Lea India Pvt. Ltd.



Anandara George
Senior Manager - HR Operations

I agree to accept employment on the above-mentioned terms and conditions:

Signed: 

Name: Hanisundar

Date: 23/06/23


PRINCIPAL

PRINCE SHRI VENKATESHWARA



06/06/2023

Dear MANISH,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions, you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that your employment with us is contingent on subject to successful clearance of background verification. You need to submit all relevant documents for background verification within seven (7) days from the date of appointment letter. In case you fail to submit the documents within the prescribed period, we will initiate necessary action against you as deemed as appropriate by the Company including but not limited to revoking of this offer letter without any further liability to Company. You are requested to join us on or before **06/06/2023** on the following terms and conditions.

Your place of posting will be initially at **Chennai**. However, during your employment with us you may be posted or transferred/attached to any other units/companies/ offices or clients of The Sutherland Group either in India or Abroad at the sole discretion of the Management.

Your emoluments by way of Annual Cost to the Company is **Rs. INR 235,000.00** /- per annum (**Rupees Two Lakh Thirty-Five Thousand Only**), the details of which are given in the annexure of the appointment letter.

You shall report to **Jobbin Chandran** of the company or any authorized person nominated by the company from time to time, who will in turn assign your role, duties and responsibilities in the company.

You may be required to work in shift system of the company as intimated to you from time to time.

You are governed by the "Sutherland's Code of Conduct as updated from time to time" of the company which are in force or may come in force from time to time. You will also execute a service and confidentiality agreement as applicable to employees of your category from time to time.

You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing.

P. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

Sutherland Global Services Private Ltd.

Annexure

Name of the Employee: MANISH,
Designation: Associate-CS Internet
Date of Joining: 06/06/2023
Level: Level 1

Components	Rs. Per month	Rs. Per annum
FIXED PAY		
Basic Salary	5,496	65,949
House Rent Allowance	2,748	32,975
Bonus	2,209	26,513
Special Allowance	5,249	62,988
Gross Salary (A)	15,702	188,425
PERFORMANCE INCENTIVE (B)		
Performance Incentive	2,750	24,750
STATUTORY BENEFITS AND INSURANCE (C)		
Employer's Contribution to PF	1,555	18,654
Gratuity	264	3,171
CTC (A + B + C)	19,583	INR 235,000.00
Net Salary (Gross-PF-ESI)	14,030	168,358
Potential Earning (Net Salary + Performance Incentive)	16,780	193,108

Performance Incentive (Fresher) - You will become eligible for PI, after completion of 2 calendar months from your start date at Sutherland. Your PI will be paid against achievement on the target/s set by the company, on a time-to time basis. PI is processed and paid 60 days from the completion of the performance period.

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ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

MiraMed Ajuba Solutions Pvt Ltd

(Formerly Ajuba Solutions (India) Pvt Ltd)

Registered office | 12-02 Tidel Park | 4 Canal Bank Road | Chennai 500113 | India

GSTIN 133AACCA844801ZX

phone

+91 4461385100

OL/AJP-2022/5838

06/12/2022

Manikandan P
#11, 2Nd Street, Indira Nagar,
Velachery,
Chennai 600129

OFFER LETTER

Dear Mani,

Welcome to MiraMed Ajuba!

We are delighted to offer you the position as "Trainee - Account Executive". Your total compensation (CTC) will be Rs. 330000/- per annum

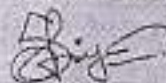
Offer Validity: You are required to join duty on or before **14 May 2023** failing which the employment offer stands cancelled. Your appointment is subject to background verification and successful completion of the Induction Training Program in accordance with the Company's Standards.

Probation: You would be on probation for a period of 6 months from the date of your joining duty. Your confirmation will be based on meeting the minimum performance standards set for your process.

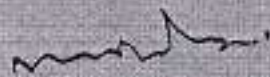
Benefits: You will be eligible for the following benefits as per the company HR policies.

1. 24 days annual leave benefit which shall include Privilege leave, Casual leave and Sick leave
2. Performance Incentive / Bonus will be paid based on your performance and competence
3. Mediclaim Insurance coverage for Rs. 2,00,000/- per annum Coverage for dependent family members will be given on successful completion of first annual appraisal
4. Personal Accident Insurance for Rs. 5,00,000/-
5. Life Insurance coverage for Rs 6,02,000/-
6. Free transport and food facility is extended to all employees
7. You will be eligible to participate in various Organization Development initiatives and Performance Awards organized by the company
8. You will be eligible for Provident Fund and Gratuity as per the statutory requirements.

For MiraMed Ajuba Solutions Pvt Ltd



Surya D
Head-HR



Accepted and Signed

B. Kalpana
PRINCIPAL
PRINCE SHAI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWTHANUR, CHENNAI - 600043.

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ISO 9001:2015



ISO 27001:2013

CIN NO: U72200TN3000PTCDS1651

www.mirameditjuba.com

Example 1: If DOJ on 1st of any Month, then PI eligibility would be from 3rd Month and paid along 5th Month Salary.

Example 2: If DOJ is on 2nd onwards of any Month, then PI eligibility would be from 4th Month and paid along 6th Month Salary.

Gratuity	Gratuity amount shall accrue annually, and the eligibility will be only on completion of 5 years of continues. service with Sutherland and payable at the time of Final Settlement of Accounts
Insurance Coverage	Sum insured under Accident Insurance is Rs. 500,000/-, Mediclaime is Rs. 200,000/- for self only. Group term Life Insurance coverage of - Rs 500,000 for self only.
ESI	If your ESI wage (Gross - Bonus) is less than or equal to 21000/- per month, an amount equivalent to 0.75% of your gross salary will be deducted towards ESI every month - For details you may contact your Program HR Executive

We at Sutherland have the privilege to have you with us and personally welcome and wish you a very successful career with us and reaffirm our complete confidence in your ability to find professional and personal satisfaction here. All who met you agree you will be a fine asset to the company.

Best wishes for a long, happy and rewarding career with us.
Sincerely,

For Sutherland

Regards,



Amit Mukherjee

Sr. Director - Talent Acquisition

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GLIWRIVAKKAM, CHENNAI - 600 073.



Dec 20th 2023

Letter of Offer

Dear MANISH K,

Congratulations!

We are delighted to offer you the position of "Jr. Sales Executive" in our organization subject to the following:

1. The date of joining and reporting to work will be on or before of Dec 22nd, 2023 You will be based in Bangalore and shall report to **Bangalore office HR Manager**.
2. Your total annual Cost to Company including Salary and Provident Fund will be as follows:
 - Fixed Annual Salary (comprising of Basic Salary, HRA, Medical Allowance, Special Allowance and Provident Fund): **Rs. 5,00,000/-**
 - Variable Pay: **Rs 2,40,000/-** per annum on meeting 100% of targets. Targets are reasonable and will be shared on joining.
 - Total Annual Remuneration: **Rs. 7,40,000/-** subject to the above.
3. A detailed appointment letter will be offered on the date of joining. Please bring original documents to verify along a copy of the following
 - Educational Documents/ Certificates
 - Address Proof - Permanent
 - Address Proof – Present
 - 2 photo id proofs
 - Previous Employment Records
 - Copy of PAN
 - Three passport size photographs

Wishing you a long and progressive association with IFB.

Yours truly,

For IFB Industries Limited

Bikram Nag

Joint Executive Chairman & Manager Director

B. Kalpana
Principal
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVARKAM, CHENNAI-600 071



Ajuba
A GLOBAL SERVICES COMPANY

MiraMed Ajuba Solutions Pvt Ltd

(Formerly Ajuba Solutions (India) Pvt Ltd)

Registered office | 12-02 Tidel Park | 4 Canal Bank Road | Chennai 500113 | India

GSTIN 133AACCA844801ZX

phone

+91 4461885100

OL/AJP-2022/5842

06/12/2022

ManojKumar B

#32, 11th Street, Thiruvalluvar Nagar,

Pallavaram,

Chennai 600048

OFFER LETTER

Dear ManojKumar,

Welcome to MiraMed Ajuba!

We are delighted to offer you the position as "Trainee - Account Executive". Your total compensation (CTC) will be Rs. 330000/- per annum

Offer Validity: You are required to join duty on or before **14 May 2023** failing which the employment after stands cancelled. Your appointment is subject to background verification and successful completion of the Induction Training Program in accordance with the Company's Standards.

Probation: You would be on probation for a period of 6 months from the date of your joining duty. Your confirmation will be based on meeting the minimum performance standards set for your process.

Benefits: You will be eligible for the following benefits as per the company HR policies.

1. 24 days annual leave benefit which shall include Privilege leave, Casual leave and Sick leave
2. Performance Incentive / Bonus will be paid based on your performance and competence
3. Medclaim Insurance coverage for Rs. 2,00,000/- per annum Coverage for dependent family members will be given on successful completion of first annual appraisal
4. Personal Accident Insurance for Rs. 5,00,000/-
5. Life Insurance coverage for Rs 6,02,000/-
6. Free transport and food facility is extended to all employees
7. You will be eligible to participate in various Organization Development initiatives and Performance Awards organized by the company
8. You will be eligible for Provident Fund and Gratuity as per the statutory requirements.

For MiraMed Ajuba Solutions Pvt Ltd

Surya D
Head-HR

Accepted and Signed

B. Kalpana
PRINCIPAL

PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

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ISO 9001:2015



ISO 27001:2013

DN NO: U72200TN2000PTC051661

www.mirameditajuba.com

Dear Maria Difancy I,

We are pleased to offer you a position of **Relationship Manager**, at **L1 Level** as per the following terms and conditions.

1. Place of Posting: Mysore. Your final location would be confirmed at the time of joining. The Company has pan India operations and hence your posting is transferable. Your scope of work will include but not limited to all the functions related to **Sales, Business Development, Credit and Collections** for the company.

2. Working hours: Working hours are from 09:30 AM to 06:00 PM, 6 days per week. However, if the exigency of work demands, you should be prepared for longer work hours to ensure timely completion of assigned tasks.

3. Probation: You will be on probation for a period of six months from the date of joining. Upon successful completion of probation your appointment will be confirmed. Your probation may be extended depending on your performance.

4. Compensation Package:

4.1. Salary: As per the structure mentioned below:

Particulars (p.a.)	Amt (Rs.)
Basic Salary	Rs. 180,000
House Rent Allowance	Rs. 90,000
Leave & Travel Allowance	Rs. 20,000
Flexible Allowance	Rs. 67,200
Other Allowances	Rs. 71,200
Provident Fund	Rs. 21,600
Gross Salary	Rs. 450,000
Incentives	Rs. 150,000
CTC *	Rs. 600,000

*Insurance is a company paid benefit which is over and above your CTC

4.2. Allowances:

4.2.1. The Flexible Allowance can be availed either through salary or in the form of reimbursement of food, fuel, communication through Sodexo multi benefit card (At present this is **Rs. 67,200 p.a.**)

4.2.2. Official travel will be reimbursed subject to the policies of the company governing the same.

4.3. Other Benefits:

4.3.1. You will be entitled to Privilege Leave (PL) of 21 Days per annum, however no such leave is allowed within the first 6 months of joining

4.3.2. You will be entitled to an Incentive which will depend on your performance against targets planned for specific periods and other rules governing the same. (At present performance based incentives for Relationship Manager are pegged at **Rs. 150,000 /- p.a.**)

B. Kalpana
PRINCIPAL

**PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073**

4.3.3. You will be covered under the group medical and accident insurance policies of the company.

5. General:

5.1 You are expected to devote your whole time, attention and ability to the interest of the company and show total commitment to its goals.

5.2 You will have to maintain absolute secrecy and confidentiality in regard to all the documents and information pertaining to the company and its customers, which you come across in course of your duty.

5.3 You will not engage yourself, in any business of your own or any other business/employment.

5.4 You are expected to treat these terms of employment confidential.

5.5 Breach of any of the above conditions will render you liable for termination of your employment without notice.

5.6 Any dispute between you and the company concerning or relating to or arising out of this offer shall be subject to the jurisdiction of and be determined by the court of the competent jurisdiction in Mumbai only.

6. **Notice Period:** Either party shall be entitled to terminate the said employment by giving **2 Months** notice or in-lieu of such notice, a sum equal to the gross salary (excluding Employer's Provident Fund) for the notice period at management's discretion.

7. Your **Date of Joining** shall be June 1, 2023.

8. **Acceptance:** Kindly sign the duplicate copy of this letter or send us an email to confirm your acceptance.

For Home First Finance Company India Ltd.



(Authorised Signatory)

I have read the contents of the above offer and accept the same. I will join on 01/06/2023

Date: 01/06/2023

(Signature):



B. Kalpane
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



Barclays Global Service Centre Private Limited
DLF IT Park, Level 5, Building 5A and B
Nandanambakkam Post, Ramapuram,
Mount Poonamallee Road, Marapakkam, Chennai
Tamil Nadu
600059
India
Phone: +91 2251752000

29 September 2022
S Meenakshi
23/5, Vanjinathan Street,
Krishnan Nagar, Medavakkam,
Chennai
600100

Dear S Meenakshi,

Following our recent discussions, we are delighted to extend an offer of employment to you.

Enclosed are a Summary of Key Terms, any applicable Schedules and Detailed Terms and Conditions which set out important conditions relating to your employment and which, together, form your employment terms with Barclays ("**Employment Letter**").

The Employment Letter refers to the Barclays Values (Respect, Integrity, Service, Excellence and Stewardship) as these are a central part of everything we do. The Values as well as our purpose and behaviours, will have formed a key part of your selection process when being offered a role at Barclays. You will be expected to act in accordance with the Values as a Barclays employee, and in particular, to follow our Code of Conduct (Known as the Barclays Way). More information on this, and how we live the Values will be available prior to and on joining Barclays.

This offer is conditional upon you satisfying Barclays recruitment and screening conditions and procedures and where applicable, the appropriate regulatory approvals. To start the process you will need to complete an application form. If you have not already received it, you will receive a link to the site shortly.

On or before your first day of employment, you will need to provide written documentation which proves your eligibility to work in India. You will also need to sign one copy of your Employment Letter (enclosed) confirming, that you have read, understood and accept the terms. You must return this on your first day of employment.

We look forward to welcoming you to Barclays.

Yours sincerely

Sanjeev Mishra
Director HR Operations - GSC India

Registered Office: Barclays Global Service Centre Private Limited, 5th to 12th Floor (Part), Building G2, Gea Commercezone SE2, Survey No. 65,
Kheradi, Pune 411014
CN: U72200PN2007FTC 132479 Tel: +91 2067160007 Fax: +91 2067169000 Website: barclays.com

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

Salary

Components	In INR Per Annum
Basic salary	180,000.00
House Rent Allowance	90,000.00
Flexible Benefit Plan (see further 'Statutory and Other Benefits' below)	90,000.00
Annual Salary	360,000.00
Statutory Bonus	24,802.00
Employer's ESI Contribution (Employee State Insurance)	0.00
Provident Fund (Employer's Contribution)	21,600.00
Gratuity (per Company policy)	8,654.00
Total Fixed Pay	415,056.00
Target In-Year Discretionary Incentive Award	30,000.00
Estimated Cost to Company (CTC)	445,056.00

The target discretionary incentive award is for illustrative purposes only. Payment of any discretionary incentive award is at the absolute discretion of Berclays, and is also subject to the applicable plan rules from time to time in force. You may not receive any discretionary incentive award, or may receive an amount less than the target. Awards may be delivered in a form other than cash, and may be deferred. If you are eligible to receive a discretionary incentive award that is not annual (e.g. it is monthly or quarterly), then you are not eligible to be considered for an annual award.

Salary will be payable on a monthly basis, subject to applicable taxes, duties, cesses, and other statutory deductions, and is currently paid on or around the 28th (or the prior working day if the 28th is not a working day) of each month. The estimated CTC above does not create any contractual right to any such payment.

You may be eligible to receive discretionary allowances as mentioned above or otherwise, subject to and in accordance with the Company's policy on such allowances / flexible benefit pay component of the salary, subject to amendment from time to time by the Company, to reflect changes in law, tax, or other reasons. These allowances may be reduced or withdrawn.

Your allowances will be paid along with your salary as mentioned above, subject to applicable taxes, duties, cesses and other statutory deductions.

Discretionary Incentive Award

You may be eligible to be considered for a discretionary incentive award on an annual basis, at the absolute discretion of the Company and subject to you being eligible at the relevant time. Normally, awards are made in the first quarter, in respect of the previous financial year.

Statutory and Other Benefits

You will be eligible for various statutory benefits in accordance with the relevant laws. You will also be eligible to participate in the Company's benefits scheme, details of which are set out in the attached flyer which does not form part of your contract or have any contractual effect.

Any benefits are subject to the relevant policies/plans from time to time in force. The Company reserves the right to change the benefits or policies/plans from time to time.

Annual Leave

You are entitled to avail annual leave which includes privilege leave, casual leave and sick leave entitlement in accordance with the applicable laws in the state of your Place of Work. Further details are included in the Detailed Terms and Conditions and available here.

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ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.



Dear Menagha S,

Greetings from Dvara Kshetriya Gramin Financial Services Private Ltd!!!

We are pleased to make you an offer of appointment as Business Support Executive at Tambaram for Dvara KGFS. You are requested to join the company on 16-07-2023.

You will be entitled to a Cost to Company of Rs. 1,45,200.00 (ONE LAKH FORTY FIVE THOUSAND TWO HUNDRED ONLY) comprising the following: - Basic, HRA, Allowances, LTA and retirement benefits, which include Provident Fund and Gratuity as per company policy.

We also have tax friendly component which you may choose for exempting from TDS. This includes Car Maintenance, Attire Allowance, Professional Pursuit Allowance and other such components. These components which you choose will be carved out of the special allowance above mentioned.

In addition to this you will also be eligible for

- i) Mobile & Data card connection as per company policy
- ii) Medical Insurance for self and Family
- iii) Group Personal Accident Insurance & life insurance for self

Please confirm your acceptance by replying this mail to the undersigned. Acceptance letter and all future correspondence should be addressed to Human Resource Department.

Your appointment in the company shall be subject to the verification of the document submitted. If in case the documents submitted are fictitious and poor reference feedback received, under such circumstances your offer shall get revoked without giving you any further reason.

You are requested to kindly submit the following documents before you join the company. The appointment is subject to reference check being done by us. You are also required to send self-attested copies of the documents, as mentioned below, along with the duly-signed offer letter.

Certificates / Documents

1. Certificates:

- a. Tenth Standard Mark Sheet and Passing
- b. Twelve Standard Mark Sheet and Passing
- c. Graduation Mark Sheet and Passing
- d. Post Graduation (If any) Mark Sheet and Passing

2. Experience / Relieving Letter

3. Acknowledged Resignation Copy

4. Last 3 months Pay Slip / Proof of Last drawn salary & last 3 months bank statement

5. Photo Identification (2 Copies) (Example: PAN Card, Aadhar Card & Driving License)

We look forward having you on board!!!

Huma Tariq
Chief Human Resources Officer

PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI-600 073.

HRD-OFFR-758/AR/0911
11/2/2023

Mercy Catherine S
NO.36 Gangai Amman kovil Street
Urapakkam,
TAMIL NADU
60.3202

Offer Letter

Dear Mercy Catherine S

Congratulations! Further to the interview you had with us, we are pleased to extend an offer to you in the capacity of a "Trainee - Customer Care" in grade "P0".

Your Annual CTC will be **Rs.3,00,000 (Three Lakh Rupees)** and detailed break up of your salary has been explained in the enclosed Annexure.

Terms and Conditions of Employment:

This offer is valid until **03/11/2023** which will be your joining date with us and will stand void post your stated joining date.

And note that this offer is purely based on the information/documents provided by you and by accepting the offer, you specifically authorize the Company or any external agency through us to verify your educational, employment antecedents, your conduct, and any other background checks prior to your joining the Company or thereafter. You shall extend co-operation (if asked for) during such verification without any protest or demur. If there is a discrepancy in any of the information submitted by you (which formed the basis for this offer) or in the copies of the documents/certificates given by you as proof in support of the above, the Company reserves the right to revoke the offer at any time during service.

- A. **Probation:** You will be on probation for 6 months and your employment will be confirmed in the rolls of the company based on your performance during the probationary period.
- B. **Work Location:** Your posting will be at PreludeSys India Private Limited, Old No D-12, New No A-3, 1st crossroad, SiPCOT IT Park-Siruseri, Navalur, Chennai 603103. Your posting at present is in Chennai. During your employment with this Company, you may be posted/transferred/attached to any other Company of PreludeSys India Pvt Ltd, Or to any of the offices/subsidiaries/unit associate offices of the Company to any town or city in India or abroad at the sole discretion of the Management.
- C. Upon you working in another Company on transfer/on a specific project, you shall be entitled to emoluments and perks as applicable with PreludeSys India Pvt Ltd., only.
- D. **Work Ethics:**
 1. During the course of your employment, you will apply yourself with dedication, exercise your duty to the best of your ability and shall devote your whole time and attention to promote the interests of the Company, and generally carry out the work as assigned to you and shall obey and comply with all the lawful orders and directions given to you by

B. Kalpana
PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SiPCOT IT Park, Siruseri - Chennai - 603 103

PRINCIPAL
PRINCE SURI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GURUVAYAKKAM, CHENNAI - 600 073

through e-mail by the Company, it would be assumed that you have voluntarily abandoned the services of the Company, and you will be terminated from services with immediate effect and without any compensation in lieu thereof.

The terms and conditions mentioned in the letter are only a few selected ones, applicable to you and not a complete description of all Company policies and rules. You are required to go through the policy manual of the Company, as amended, from time to time.

Upon your acceptance of this offer letter / by your signing this offer letter, the Company reserves the right to initiate legal proceedings in the jurisdiction of the courts of Chennai to recover the cost of training as well as related costs associated with training as determined by the Company.

Even though the Company may depute you Overseas for on-site work or to any other location in India, the jurisdiction concerning any dispute arising out of your employment will be the courts in Chennai only.

Please note that the terms and conditions of your service contract as stipulated heretofore, or to be intimated hereafter, are to be treated as strictly confidential. You are not to divulge its contents to any employee of the Company/person connected with the Company.

In all service matters, including those not specifically covered here, such as Travel, leave, etc, you will be governed by the rules of the Company framed from time to time.

Retirement: Retirement will be exercised as per our retirement policy.

At PreludeSys, we aim to provide very satisfying and challenging work to our Employees, through whom we intend to deliver high-quality service to our clients.

For PreludeSys India Pvt Ltd

Presed Raddy
AVP - HR & IT

You are advised to read this letter carefully and if the terms and conditions are accepted by you, kindly acknowledge them by signing below.

I, Mercy Catherine S, have read and understood thoroughly the rules of service and the above terms of the appointment of my service. I agree with all terms mentioned above and I shall abide by all general rules of service, which are now or may hereafter be in force. I accept my appointment of service with you.

Employee's Signature Mercy
Date: 3/1/23

B Kalpana
PRINCIPAL
PRINCE SHRIYENKATECHWALA

PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT IT Park, Sriruseri - Chennai - 603 103.

Ph: 91-44-37417800 | www.preludesys.com

DN: U72007TN1998PT0041576 | GSTIN: 33AABCP7232K12C

Salary Annexure

Candidate Name	Marcy Catharin S	Level	P0
Designation	Trainee - Customer Care	Department	IN - KPO
		Variable %	0
Particulars	Monthly (Rs)	Yearly (Rs)	
Basic Pay (40% of your annual TCTC)	10000	120000	
HRA	5000	60000	
Basic and HRA Total	15000	180000	
ESI - Employer (3.25% of your monthly fixed)	0	0	
PF - Employer	1800	21600	
Insurance	365	4380	
Gratuity	481	5772	
Statutory Employer	2846	31762	
Car Lease, Fuel, and Maintenance (1800/2400 pm)	-	-	
Leave Travel (@ 3 months basic pay once in 2 years)	-	-	
Internet / Mobile reimbursement (1000 pm)	-	-	
Professional Development (2000 pm)	-	-	
Food (1100/2200 pm)	-	-	
Flexi Benefits Total (as per employee option)			
Special Allowance	7354	89248	
Professional Tax	208	2496	
ESI Contribution by Employee (0.75% of your monthly fixed)	0	0	
PF Contribution by Employee	1800	21600	
Total Statutory Deductions (This will be in line with current prevailing Govt. norms)	2008	24096	
Net Take Home	20346	244152	
Fixed CTC	25000	300000	
Variable Pay (*payout as per VP policy)	0	0	
Total CTC	25000	300000	

Applicable taxes will apply at any point in time toward your salary as per the current prevailing Government rules.

B. Kalpana
PreludeSys India Private Limited

Regd. Office : No. 3/A3, 1st Cross Street, SIPCOT Park, Siruseri - Chennai - 603 103.

Ph: 044-41001 www.preludesys.com

ARTS AND SCIENCE COLLEGE
CHENNAI - 600 073
DIN: U72200TN1998PLC01576 GSTN: 33AA8CP252K1ZC

Offer Letter Agreement
(Private and Confidential)

Date: 11th August 2023

Name: Mogana Ramanan R

Designation: Business Development Executive

We are pleased to offer you the position of **Business Development Executive** with us here at Nibav Lifts Private Limited. We sincerely hope you would achieve new heights in your professional growth as well as make a significant contribution to the success of the company while working with us.

Commencement Date

Your joining date is 11th August 2023

Working Location

Ideally, you'll be based in Hyderabad, but August require to travel or relocate to our other Office locations as per the requirement of the market or your reporting manager.

Remuneration

Your remuneration would be as given below and will be paid on the 31st of every succeeding month.

Components	Per Month (in Rs)	Per Annum (in Rs)
Basic	14,000	1,68,000
HRA	7,000	84,000
Special Allowance	11,150	1,33,800
Travel Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Gross	35,000	4,20,000

Applicable TDS will be deducted.

*For any loss or damage of personal belongings, the company will not be responsible for the same.

Nibav Lifts Pvt Ltd

Office Address: Nibav Towers, No.115, Kazura Garden, 1st Street, Neeluguram, Chennai - 600 115

Registered Address: Nibav Building, No 11, LB Rd. Adyar, Chennai, Tamil Nadu - 600 020

Ph: +91-44-2490 2828, E-mail: info@nibavlifts.com | CIN: U31100TN2019PTC132681 | ISO 9001:2015 Certified

22. Applicable Law and Jurisdiction

This Agreement shall be governed by and construed in accordance with the laws of the land which shall be Tamil Nadu. Each party hereby irrevocably submits to the exclusive jurisdiction of the courts of Chennai for the adjudication of any dispute (Civil or Criminal) hereunder or in connection herewith.

Welcome and Acceptance

We would like to take this opportunity to welcome you to Nibav Lifts Private Limited and wish you a long and rewarding career with us.

For Nibav Lifts Private Limited,



Balaraman P

HR Operations Team Lead

I hereby accept the terms and conditions of this offer letter agreement.

Name: R. Mogana Ramanan

Signature: R. Mogana Ramanan

Date: 11/08/2023

*All the terms and condition are subject to change and will be notified by the company.

B. Kalpana
PRINCIPAL
PRINCE SHRI VENKATESHWARA
ARTS AND SCIENCE COLLEGE
GOWRIVAKKAM, CHENNAI - 600 073.

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