



RSET's

**Ghanshyamdas Saraf
college of arts & commerce**

METRIC - 5.2.1

**Number of placements of outgoing students during
the year**

ADDITIONAL INFORMATION

INDEX

Sr. No.	Name of Company – Official Communication	Page Number
1	Four Comma LLP	1 -4
2	Quant App	5 -12
3	Harjai Computers Pvt. Ltd	13 -21
4	Sutherland Global	22 - 29
5	XLNC Technologies	30 - 31
6	Squareyards	32 - 38
7	New Fold Digital	39 - 42
8	Chola MS General Insurance	43 - 46
9	ICICI Prudential Life Insurance	47 - 54
10	Redreamz	55 - 59
11	Reliance Nippon	60 - 67
12	Mansukh	68 - 72
13	Placements through CFX Program	73 - 74
14	Placements through Technoserve C2C Program	75 - 77
15	Placements through Anudip Foundation Certificate Course	78 - 237

Placement of Research Analyst.

2 messages

HR Head Office <hr.corporateoffice@vedantdyes.com>
To: mamta.chhajer@sarafcollege.org
Cc: POONAM MAHESHWARI <poonam.maheshwari@vedantdyes.com>

Sat, Jan 15, 2022 at 12:36 PM

Dear Sir/ Madam,

Greetings for the day.

Thank you for being so helpful for this placement.

We are happy to inform you that one of your students, Ms.Hritika Jojode has been appointed for the job profile of Research Analyst .

Thank you. Shall keep in touch for new job postings if required.

Regards.

--

APURVA KADAM
JR. HR EXECUTIVE .
VEDANT DYESTUFFS INTERMEDIATES PVT LTD
CONTACT NO. 022-49177000

vedantdyes.com email powered by Google, setup by www.WeSetup.in

Mamta Chhajer <mamta.chhajer@sarafcollege.org> Sat, Jan 15, 2022 at 4:25 PM
To: HR Head Office <hr.corporateoffice@vedantdyes.com>
Cc: POONAM MAHESHWARI <poonam.maheshwari@vedantdyes.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Apurva

Placement Team of GSCC is thankful for the opportunity given to our student to work with your organization.

It would be great if the Appointment Letter of the Student can also be shared.

Hoping for continued association.

Thanks & Regards,

Mamta Chhajer
Assistant Professor & Co-ordinator - B.Com (A&F)

Ghanshyamdas Saraf College of Arts & Commerce
S.V. Road, Malad West - 400064
Website - www.sarafcollege.org

Contact No. 7506099905
Email id -mamta.chhajer@sarafcollege.org

[Quoted text hidden]

Offer of Employment Letter

23rd December 2021

Dear Ms. Hritika Jojode,

1. With reference to your interview on **20th December 2021**, we are pleased to offer you the position of **Research Analyst** on the mutually agreed terms and conditions.
2. You have agreed to join latest by **03rd January 2022** after which date the offer would automatically expire unless extended in writing by the Company.
3. Your primary place of posting will be at our **Goregaon Head Office**.
4. You will be given detailed appointment letter with specific terms & conditions of employment at the time of joining and conditions of appointment & job description will be explained by our HR representative.
5. You will be on probation for a period of 6 months effective from the date of your joining.
6. The appointment is based on the inputs provided by you at the time of offer, e.g. CV, Last drawn Salary, Qualifications, Experience Details, etc. In case, of any irregularities found in any of the information provided by you the above Appointment would become null and void and would be revoked by the Company.
7. Please bring along the below listed documents / details on your day of joining.
 - Date of Birth proof certificate (Copy of passport / birth certificate / S.S.C - Two Copies)
 - Original Academic Certificates (all from 10th to Highest)
 - Original Resignation Acceptance Letter and Relieving Letter (For all Companies)
 - Relieving letter from previous employer (Original)
 - Proof of compensation last drawn (3 Months - Original)
 - Six passport size photographs (Recent)
 - Bank Statement (six months)
 - Cancelled Cheque

FOURCOMMA LLP

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records

We look forward to your joining our team for a long, successful and pleasant association.

Best Wishes,

For FOURCOMMA LLP

Authorized Signatory



ACKNOWLEDGEMENT & ACCEPTANCE: -

I have read and understood the above terms and conditions and hereby accept the same. In case of any irregularities found in any of the information provided by you, we retain the right to revoke the offer and the offer of employment letter would become null and void.

SIGNATURE: _____

NAME : _____

DATE : _____

FOURCOMMA LLP

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records

We look forward to your joining our team for a long, successful and pleasant association.

Best Wishes,

For FOURCOMMA LLP

Authorized Signatory



ACKNOWLEDGEMENT & ACCEPTANCE: -

I have read and understood the above terms and conditions and hereby accept the same. In case of any irregularities found in any of the information provided by you, we retain the right to revoke the offer and the offer of employment letter would become null and void.

SIGNATURE: _____

NAME : _____

DATE : _____

Fwd: Job Opportunity

13 messages

Jayant Apte <jayant.apte@sarafcollege.org>

Wed, Oct 6, 2021 at 2:58 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

FYI

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

From: **'Ritu Sangar' via Info Sarafcollege** <info@sarafcollege.org>

Date: Wed, Oct 6, 2021, 12:50 PM

Subject: Job Opportunity

To: <info@sarafcollege.org>

Hi,

Greetings of the day from Quantsapp!!

We have come with a great opportunity for all the Final Year graduation students (who are pursuing and who have already graduated) having a commerce background. They will not only get a campus placement from your college but will also be benefited with extensive knowledge about Derivatives and Option Trading during the course of their employment. Being freshers, they will be facilitated with our training which plays an important role in preparing themselves for the corporate world which they have not been exposed to.

As our Company is currently expanding its business, We are hiring for a full-time as well as interns for Business Development profile which would be for the duration of 3months with Pre-Placement Offer. We are providing this opportunity to freshers because we strongly believe that with the right guidance they can be capable of achieving great things in life which is not only restricted to their career. A good start can go a long way.

Also incase of final year students, they would be provided leaves for their examinations.

Our Company details and Job Description have been attached to this email. Kindly check the same and let us know if you are interested in taking this forward.

Regards,
Ritu Quantsapp

3 attachments **Job Description - BDE, Sales (3) (2).docx**
53K **About Quantsapp (1).docx**
55K **BD-Sales Internship (3) (1).docx**
14K

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Thu, Jan 6, 2022 at 2:47 PM

To: support@quantsapp.com

In reference to the below email, we would like to connect with Ritu from the HR Team

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]

4 attachments



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

Job Description - BDE, Sales (3) (2).docx
53K

About Quantsapp (1).docx
55K

BD-Sales Internship (3) (1).docx
14K

HR Quantsapp <hr@quantsapp.com>
To: jayant.apte@sarafcollege.org
Cc: mamta.chhajer@sarafcollege.org, anju.bohra@sarafcollege.org

Fri, Jan 7, 2022 at 11:41 AM

Hi Team,

Greetings from Quantsapp!

We appreciate your interest in working with us. You can connect with us on our number 9004283261 or you can also reach us on the same email address i.e. hr@quantsapp.com

Regards,
HR Quantsapp



Virus-free. www.avast.com

On Thu, Jan 6, 2022 at 3:37 PM Quantsapp Support <support@quantsapp.com> wrote:

Hi Devika,

Please check this

Thanks & Regards,



Quantsapp Support Team

India's Largest Options Trading Analytics Platform With Real Time Data

support@quantsapp.com

Website: www.quantsapp.com



[Quoted text hidden]



Virus-free. www.avast.com

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Fri, Jan 7, 2022 at 1:26 PM

To: HR Quantsapp <hr@quantsapp.com>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Devika

As per our telephonic conversation, Please share the Profile for Internship. We will forward both the Profiles to the students and share Resumes Next Week.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**

Mumbai - 400064, Maharashtra, India 10K

Phone : +91 (22) 4520 7766

Email : info@sarafcollege.org

Web : www.rset.edu.in/gsc

HR Quantsapp <hr@quantsapp.com>

Fri, Jan 7, 2022 at 1:55 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Hi Mamta,

It was a pleasure talking to you. As discussed, please find the Job Description for the Client Success Representative Role attached below for your reference.

Please let me know if you need anything else from our end.

Thanks & Regards,
HR Quantsapp



Virus-free. www.avast.com

[Quoted text hidden]

2 attachments



Client Servicing - Internship.docx
14K



Client Support - JD.docx
15K

HR Quantsapp <hr@quantsapp.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Wed, Jan 12, 2022 at 12:16 PM

Hi Mamta,

As discussed earlier last week, please provide an update for the Job roles shared with you.

Looking forward to hearing from you!

Regards,
HR Quantsapp
[Quoted text hidden]

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: HR Quantsapp <hr@quantsapp.com>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Wed, Jan 12, 2022 at 1:17 PM

Dear Team

We are in the process of collecting the names of interested students.

We will get back to you shortly.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org
Website - www.sarafcollege.org

[Quoted text hidden]



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: HR Quantsapp <hr@quantsapp.com>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Sat, Jan 15, 2022 at 3:22 PM

Dear Team

PFA Excel Sheet containing details of students interested for the Job Opportunity with your company.

Kindly keep us posted about further developments.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org
Website - www.sarafcollege.org


[Quoted text hidden]

2 attachments



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

 **QUANTS APP (Responses).xlsx**
16K

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Fri, Feb 11, 2022 at 3:26 PM

To: HR Quantsapp <hr@quantsapp.com>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Team

We are awaiting the feedback .

Kindly let us know if any student was selected as it's close to a month.

Thanks & Regards,

Mamta Chhajer
Assistant Professor & Co-ordinator - B.Com (A&F)

Ghanshyamdas Saraf College of Arts & Commerce
S.V. Road, Malad West - 400064
Website - www.sarafcollege.org

Contact No. 7506099905
Email id -mamta.chhajer@sarafcollege.org

[Quoted text hidden]

HR Quantsapp <hr@quantsapp.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Feb 15, 2022 at 11:12 AM

Hi Mamta,

Only Sriraksha Shetty has been selected for the Job Role.

Some of the selected candidates did not turn up for the interview and some were not shortlisted due to their communication skills.

Regards,
HR Quantsapp



Virus-free. www.avast.com

[Quoted text hidden]

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Thu, Feb 24, 2022 at 10:13 AM

To: HR Quantsapp <hr@quantsapp.com>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Sangeeta Sahoo

<sangeeta.sahoo@sarafcollege.org>

Dear Devika

Thank you for selecting Sriraksha. But the student is saying that she has not received any communication from the company. Kindly look into this. Please share the appointment letter.

Moreover, there were few students who informed that they did not receive a call for interview.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

HR Quantsapp <hr@quantsapp.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Thu, Feb 24, 2022 at 4:27 PM

Hi Mamta,

Greetings of the day!

As discussed earlier today on call, the feedback has been listed in the sheet shared below. Also, Sriraksha will give a confirmation by tomorrow about the offer communicated to her.

After acceptance of the same, an intent to offer will be shared with her via email.

Regards,
HR Quantsapp

[Quoted text hidden]



QUANTS APP (Responses) (1).xlsx

62K

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: HR Quantsapp <hr@quantsapp.com>

Thu, Feb 24, 2022 at 4:36 PM

Thanks for the update.

[Quoted text hidden]

[Quoted text hidden]



Mamta Chhajer <mamta.chhajer@sarafcollege.org>

HARJAI COMPUTERS | HR OPERATIONS | CAMPUS DRIVE | SELECTION | OFFER

sarvesh <sarvesh@harjai.com>
 To: mamta.chhajer@sarafcollege.org
 Cc: Ashish Chougule <ashish.chougule@harjai.com>

Thu, Jan 20, 2022 at 1:29 PM

Dear Mamta,

We have shared the trailed offer with the selected students. And are awaiting their acceptance.

Sr. No	Full Name	Contact No.	Email Id	Department	Institute
48	Shubham Ayare	9029124518	shubhamayare001@gmail.com	<u>B.Com (TY)</u>	Saraf College
51	Aman Sharma	9324281047	amansharma7738519309@gmail.com	<u>B.Com (TY)</u>	Saraf College
56	Diya soni	8169446162	sonidiya90.ds@gmail.com	<u>BAF (TY)</u>	Saraf College
61	Sejal chavan	9511724503	chavansejal05@gmail.com	<u>BCBI (TY)</u>	Saraf College
68	Shubham yadav	7506098769	yadav.aloysius@gmail.com	<u>BMS (TY)</u>	Saraf College

Sarvesh Tambe

SR. HR- Executive

Harjai Computers Pvt. Ltd.

Maharashtra's Best Employer Brand 2021

India|USA

303 Advent Atria, Chincholi Bunder Road,

Malad (W), Mumbai-64.

Tel : (+91-22-) 40556315 | Mobile : +91 7506790197

sarvesh@harjai.com | www.harjai.com

US: 13234 Telecom Drive, Tampa, FL 33637, USA.

info@hcgplglobal.com | www.hcgplglobal.com

We don't make Careers, We make Lives

Follow Us :



ISO 9001: 2015 Certified

From: sarvesh [mailto:sarvesh@harjai.com]
Sent: Thursday, January 20, 2022 9:55 AM
To: 'sarvesh'
Cc: 'Ashish Chougule'
Subject: HARJAI COMPUTERS | HR OPERATIONS | CAMPUS DRIVE | SELECTION | OFFER

Dear Student,

Congratulations on clearing the interview round – It is with great pleasure that we inform you of your selection as a Junior Executive – Talent Acquisition at Harjai Computers Pvt. Ltd.

Benefits that are included as an employee of Harjai Computers are:

1. Medclaim that covers Covid
2. 21 days Paid Leave with additional 11 Holidays

Your expected Date of Joining tentatively is 1st April, 2022.

Your Salary Annexure is as follows:

Basic			Rs.	12000
HRA			Rs.	743
Bonus			Rs.	1000
Gross Salary				13743
PF			Rs.	1440
ESI			Rs.	447
Gross CTC			Rs.	15630
Budgeted Gratuity			Rs.	6923
21 Days Leave			Rs.	9488
Medicclaim			Rs.	6000
CTC per annum			Rs.	209971

NET SALARY				
Gross Salary				13743
PF				1440
PT				200
ESIC				103
Net Take Home				12000

Kindly provide your acceptance over mail for us to take things forward and initiate our pre-on boarding formalities

For any queries, feel free to reach out to us

***Confidential Information**

Sarvesh Tambe

SR. HR- Executive

Harjai Computers Pvt. Ltd.

Maharashtra's Best Employer Brand 2021

India|USA

303 Advent Atria, Chincholi Bunder Road,

Malad (W), Mumbai-64.

Tel : (+91-22-) 40556315 | Mobile : +91 7506790197

sarvesh@harjai.com | www.harjai.com



ISO 9001: 2015 Certified

US: 13234 Telecom Drive, Tampa, FL 33637, USA.

info@hcplglobal.com | www.hcplglobal.com

We don't make Careers, We make Lives

Follow Us :





Mamta Chhajer <mamta.chhajer@sarafcollege.org>

HARJAI COMPUTERS | HR OPERATIONS | CAMPUS DRIVE | SELECTION | OFFER

3 messages

sarvesh <sarvesh@harjai.com>

Thu, Jan 20, 2022 at 9:54 AM

To: sarvesh <sarvesh@harjai.com>

Cc: Ashish Chougule <ashish.chougule@harjai.com>

Dear Student,

Congratulations on clearing the interview round – It is with great pleasure that we inform you of your selection as a Junior Executive – Talent Acquisition at Harjai Computers Pvt. Ltd.

Benefits that are included as an employee of Harjai Computers are:

1. Mediclaim that covers Covid
2. 21 days Paid Leave with additional 11 Holidays

Your expected Date of Joining tentatively is 1st April, 2022.

Your Salary Annexure is as follows:

Basic			Rs.	12000
HRA			Rs.	743
Bonus			Rs.	1000
Gross Salary				13743
PF			Rs.	1440
ESI			Rs.	447
Gross CTC			Rs.	15630
Budgeted Gratuity			Rs.	6923
21 Days Leave			Rs.	9488
Mediclaim			Rs.	6000
CTC per annum			Rs.	209971

NET SALARY				
Gross Salary				13743
PF				1440
PT				200
ESIC				103
Net Take Home				12000

Kindly provide your acceptance over mail for us to take things forward and initiate our pre-on boarding formalities

For any queries, feel free to reach out to us

***Confidential Information**

Sarvesh Tambe

SR. HR- Executive

Harjai Computers Pvt. Ltd.

Maharashtra's Best Employer Brand 2021

India|USA

303 Advent Atria, Chincholi Bunder Road,

Malad (W), Mumbai-64.

Tel : (+91-22-) 40556315 | Mobile : +91 7506790197

sarvesh@harjai.com | www.harjai.com



ISO 9001: 2015 Certified

US: 13234 Telecom Drive, Tampa, FL 33637, USA.

info@hcplglobal.com | www.hcplglobal.com

We don't make Careers, We make Lives

Follow Us : 

sarvesh <sarvesh@harjai.com>
To: mamta.chhajera@sarafcollege.org
Cc: Ashish Chougule <ashish.chougule@harjai.com>

Thu, Jan 20, 2022 at 1:29 PM

Dear Mamta,

We have shared the trailed offer with the selected students. And are awaiting their acceptance.

Sr. No	Full Name	Contact No.	Email Id	Department	Institute
48	Shubham Ayare	9029124518	shubhamayare001@gmail.com	B.Com.(TY)	Saraf College
51	Aman Sharma	9324281047	amansharma7738519309@gmail.com	B.Com.(TY)	Saraf College
56	Diya soni	8169446162	sonidiya90.ds@gmail.com	BAF.(TY)	Saraf College
61	Sejal chavan	9511724503	chavansejal05@gmail.com	BCBL.(TY)	Saraf College
68	Shubham yadav	7506098769	yadav.aloysius@gmail.com	BMS.(TY)	Saraf College

Sarvesh Tambe

SR. HR- Executive

Harjai Computers Pvt. Ltd.

Maharashtra's Best Employer Brand 2021

India|USA

303 Advent Atria, Chincholi Bunder Road,

Malad (W), Mumbai-64.

Tel : (+91-22-) 40556315 | Mobile : +91 7506790197

sarvesh@harjai.com | www.harjai.com

US: 13234 Telecom Drive, Tampa, FL 33637, USA.

info@hcplglobal.com | www.hcplglobal.com

We don't make Careers, We make Lives

Follow Us :



ISO 9001: 2015 Certified

From: sarvesh [mailto:sarvesh@harjai.com]
Sent: Thursday, January 20, 2022 9:55 AM
To: 'sarvesh'
Cc: 'Ashish Chougule'
Subject: HARJAI COMPUTERS | HR OPERATIONS | CAMPUS DRIVE | SELECTION | OFFER

Dear Student,

Congratulations on clearing the interview round – It is with great pleasure that we inform you of your selection as a Junior Executive – Talent Acquisition at Harjai Computers Pvt. Ltd.

Benefits that are included as an employee of Harjai Computers are:

1. Medclaim that covers Covid
2. 21 days Paid Leave with additional 11 Holidays

Your expected Date of Joining tentatively is 1st April, 2022.

Your Salary Annexure is as follows:

Basic			Rs.	12000
HRA			Rs.	743
Bonus			Rs.	1000
Gross Salary				13743
PF			Rs.	1440
ESI			Rs.	447
Gross CTC			Rs.	15630
Budgeted Gratuity			Rs.	6923
21 Days Leave			Rs.	9488
Medicclaim			Rs.	6000
CTC per annum			Rs.	209971
NET SALARY				
Gross Salary				13743
PF				1440
PT				200
ESIC				103

Net Take Home				12000
---------------	--	--	--	-------

Kindly provide your acceptance over mail for us to take things forward and initiate our pre-on boarding formalities

For any queries, feel free to reach out to us

***Confidential Information**

Sarvesh Tambe

SR. HR- Executive

Harjai Computers Pvt. Ltd.

Maharashtra's Best Employer Brand 2021

India|USA

303 Advent Atria, Chincholi Bunder Road,

Malad (W), Mumbai-64.

Tel : (+91-22-) 40556315 | Mobile : +91 7506790197

sarvesh@harjai.com | www.harjai.com



ISO 9001: 2015 Certified

US: 13234 Telecom Drive, Tampa, FL 33637, USA.

info@hcplglobal.com | www.hcplglobal.com

We don't make Careers, We make Lives

Follow Us : 

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Thu, Jan 20, 2022 at 3:49 PM

To: sarvesh <sarvesh@harjai.com>

Cc: Ashish Chougule <ashish.chougule@harjai.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Sarvesh

Greetings of the day

Placement Team of Ghanshyamdas Saraf College is thankful to Harjai Computers Pvt. Ltd. for selecting our Students.

Hoping for continued association.

Thanks & Regards,

Mamta Chhajer
Assistant Professor & Co-ordinator - B.Com (A&F)

Ghanshyamdas Saraf College of Arts & Commerce
S.V. Road, Malad West - 400064
Website - www.sarafcollege.org

Contact No. 7506099905

Email id -mamta.chhajera@sarafcollege.org

[Quoted text hidden]

15 attachments

image001.png
1K

 image002.png
1K

 image003.png
2K

 image004.png
2K


 image005.png
4K

 image002.png
1K


 image005.png
4K

 image004.png
2K

 image003.png
2K


 image002.png
1K

 image004.png
2K

image001.png
1K

 image003.png
2K

image001.png
1K

 image005.png
4K

Confirmation of the campus date

7 messages

Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>
To: "mamta.chhajer@sarafcollege.org" <mamta.chhajer@sarafcollege.org>

Fri, Nov 26, 2021 at 5:50 PM

Dear Mrs Mamta Chhajer

Greetings from Sutherland!!

As per our conversation earlier, we have decided a tentative date of for the campus for your college (DB Ghanshyamdas Saraf College) on 9th Dec'21. Kindly confirm the campus date at the earliest, so that we can start with the procedures.



Apsara Pandey

SUTHERLAND: Campus Recruiter

M: +91 7093276436 Email address: Apsara.pandey@sutherlandglobal.com



This email message is for the sole use of the intended recipient(s) and may contain information that is confidential, privileged, proprietary and protected from disclosure by applicable law. Any unauthorized review, use, duplication, disclosure or distribution is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and immediately destroy all copies of this message, including electronic and hard copies. Thank you for your cooperation.

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>
Cc: Anju Bohra <anju.bohra@sarafcollege.org>

Tue, Dec 7, 2021 at 1:43 PM

Dear Apsara

We would like to schedule interviews in the month of January 2022. Kindly let us know a convenient date.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/B

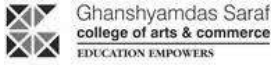
Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]



RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Fri, Jan 7, 2022 at 1:02 PM

To: Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>

Cc: Anju Bohra <anju.bohra@sarafcollege.org>, Jayant Apte <jayant.apte@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Stephen Rajan <Stephen.RajanJ@sutherlandglobal.com>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Apsara

Hoping you are doing well.

We await your confirmation for the Campus Placement Date for the students of Ghanshyamdas Saraf College.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/F

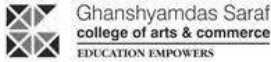
Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]



RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Fri, Jan 7, 2022 at 1:36 PM

To: Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>

Cc: Anju Bohra <anju.bohra@sarafcollege.org>, Jayant Apte <jayant.apte@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Stephen Rajan <Stephen.RajanJ@sutherlandglobal.com>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Apsara

As discussed telephonically, we confirm to keep the Campus Placement Drive on January 18, 2022 at 10:30 a.m.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/F

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]

Fri, Jan 7, 2022 at 4:15 PM

Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>

To: Mamta Chhajjer <mamta.chhajjer@sarafcollege.org>

Cc: Anju Bohra <anju.bohra@sarafcollege.org>, Jayant Apte <jayant.apte@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Stephen Rajan <Stephen.Rajan@sutherlandglobal.com>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>, Hiren Dhanecha <Hiren.Dhanecha@sutherlandglobal.com>

Dear Mamta Ma'am,

This is to confirm that the drive has been scheduled for 18th Jan'22 and we will start the session by 10:30 am. Kindly share the WebEx link with the students by 17th Jan'22, <https://sutherland.webex.com/meet/apsara.pandey>

Please make sure that all the registration are done before 17th Jan, the link have shared once again over WhatsApp. Also find attached a copy of the JD for your reference.

The agenda of the campus drive would be –

1. Pre-Placement Talk – 1 hour
2. Online Assessment – 45 mins
3. GD Round – Duration depends upon on the number of students
4. HR Round – Duration depends on the number of students



Apsara Pandey

SUTHERLAND: Campus Recruiter

M: +91 7093276436 Email address: Apsara.pandey@sutherlandglobal.com



[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

On Tue, Dec 7, 2021 at 1:43 PM Mamta Chhajjer <mamta.chhajjer@sarafcollege.org> wrote:

Dear Apsara

We would like to schedule interviews in the month of January 2022. Kindly let us know a convenient date.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BC&AF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

On Fri, Nov 26, 2021 at 5:50 PM Apsara Pandey <Apsara.Pandey@sutherlandglobal.com> wrote:

Dear Mrs Mamta Chhajer

Greetings from Sutherland!!

As per our conversation earlier, we have decided a tentative date of for the campus for your college (DB Ghanshyamdas Saraf College) on 9th Dec'21. Kindly confirm the campus date at the earliest, so that we can start with the procedures.



Apsara Pandey

SUTHERLAND: Campus Recruiter

M: +91 7093276436 Email address: Apsara.pandey@sutherlandglobal.com



This email message is for the sole use of the intended recipient(s) and may contain information that is confidential, privileged, proprietary and protected from disclosure by applicable law. Any unauthorized review, use, duplication, disclosure or distribution is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and immediately destroy all copies of this message, including electronic and hard copies. Thank you for your cooperation.

[Quoted text hidden]

 **Job Description.pdf**
77K

Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>

Wed, Jan 19, 2022 at 1:07 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: Anju Bohra <anju.bohra@sarafcollege.org>, Jayant Apte <jayant.apte@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>, Hiren Dhanecha <Hiren.Dhanecha@sutherlandglobal.com>, Darshana Sanjay More <DarshanaSanjay.More@sutherlandglobal.com>

Dear Mamta Ma'am,

Thank you very much for all the assistance with planning our Campus Interview for TY 2022. Your expertise in handling and coordinating during the event is greatly appreciated. I thought you would like to know how we fared at the event:

Number of Applications Received – 25

Number of Students Seen – 30

It was indeed a pleasure conducting the virtual campus drive for your institution. I'm hereby mentioning the names of those vibrant minds who have cleared our voice rounds of interviews & have been shortlisted as an "Associate". *Our Hearty Congratulations to the below mentioned students!!*

College Name	Program	Department	Stream	First Name	Middle Name	Last Name
Ghanshyamdas Saraf College of Arts and Commerce	Commerce	BCAF	Commerce	Ankita	Rajman	Singh
Ghanshyamdas Saraf College of Arts and Commerce	Commerce	BANKING AND INSURANCE	Bcom	Rahul	Arun	Bag
Ghanshyamdas Saraf College of Arts and Commerce	Commerce	B.com	Commerce	Bhagyalakshmi	Gaurishankar	Yadav
Ghanshyamdas Saraf College of Arts and Commerce	Commerce	T.Y B.Com	Accounting and finance	Ashish	Suresh	Bangera
Ghanshyamdas Saraf College of Arts and Commerce	Commerce	Accounting and finance	Commerce	Diya	Dinesh	Soni
Ghanshyamdas Saraf College of Arts and Commerce	Commerce	Accounting & Finance	Commerce	Karan	Vivek	Mote

PS: However, would like to highlight that basis the provisional offer letter, their employment with us will be established on clearing further rounds of interview which would be conducted online/remotely or at our facility during the coming year



Apsara Pandey

SUTHERLAND: Campus Recruiter

M: +91 7093276436 Email address: Apsara.pandey@sutherlandglobal.com



From: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Sent: Friday, January 7, 2022 1:36 PM
To: Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>
Cc: Anju Bohra <anju.bohra@sarafcollege.org>; Jayant Apte <jayant.apte@sarafcollege.org>; Swati Chandak <swati.chandak@sarafcollege.org>; Stephen Rajan <Stephen.RajanJ@sutherlandglobal.com>; Mehrab Khan <mehrab.khan@sarafcollege.org>; Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>
Subject: Re: Confirmation of the campus date

Dear Apsara

As discussed telephonically, we confirm to keep the Campus Placement Drive on January 18, 2022 at 10:30 a.m.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/B

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org



On Fri, Jan 7, 2022 at 1:02 PM Mamta Chhajer <mamta.chhajer@sarafcollege.org> wrote:

Dear Apsara

Hoping you are doing well.

We await your confirmation for the Campus Placement Date for the students of Ghanshyamdas Saraf College.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/B

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

On Tue, Dec 7, 2021 at 1:43 PM Mamta Chhajer <mamta.chhajer@sarafcollege.org> wrote:

Dear Apsara

We would like to schedule interviews in the month of January 2022. Kindly let us know a convenient date.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/B

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

On Fri, Nov 26, 2021 at 5:50 PM Apsara Pandey <Apsara.Pandey@sutherlandglobal.com> wrote:

Dear Mrs Mamta Chhajer

Greetings from Sutherland!!

As per our conversation earlier, we have decided a tentative date of for the campus for your college (DB Ghanshyamdas Saraf College) on 9th Dec'21. Kindly confirm the campus date at the earliest, so that we can start with the procedures.



Apsara Pandey

SUTHERLAND Campus Recruiter

M: +91 7093276436 Email address: Apsara.pandey@sutherlandglobal.com



This email message is for the sole use of the intended recipient(s) and may contain information that is confidential, privileged, proprietary and protected from disclosure by applicable law. Any unauthorized review, use, duplication, disclosure or distribution is strictly prohibited. If you are not the intended recipient, please contact the sender by reply email and immediately destroy all copies of this message, including electronic and hard copies. Thank you for your cooperation.

[Quoted text hidden]

6 attachments

-  **Bhagyalakshmi Gaurishankar Yadav (B.com).pdf**
211K
-  **Ankita Rajman Singh (BCAF).pdf**
210K
-  **Ashish Suresh Bangera (B.com).pdf**
210K
-  **Karan Vivek Mote (Accounting & Finance).pdf**
211K
-  **Diya Dinesh Soni (Accounting & Finance).pdf**
211K
-  **Rahul Arun Bag (Banking and insurance).pdf**
210K

Swati Chandak <swati.chandak@sarafcollege.org>

Fri, Jan 21, 2022 at 7:05 PM

To: Apsara Pandey <Apsara.Pandey@sutherlandglobal.com>

Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Jayant Apte <jayant.apte@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>, Hiren Dhanecha <Hiren.Dhanecha@sutherlandglobal.com>, Darshana Sanjay More <DarshanaSanjay.More@sutherlandglobal.com>

To

Dear Apsara Pandey

Greetings of the day

Placement Team of Ghanshyamdas Saraf College is thankful to Sutherland for selecting our Students.

Hoping for continued association.

Thanks & Regards,
Swati Chandak

6 attachments



image001.png
5K



image002.png
7K



image003.png
35K



image004.png
66K



image005.png
7K



image003.png
35K

Re: Folder shared with you: "XLNC (File responses)"

1 message

Raveena Bhave <raveena@xlnc technologies.com>

Thu, Feb 17, 2022 at 4:34 PM

To: "G. Saraf College Place..." <placements.saraf@gmail.com>

Cc: mamta.chhajer@sarafcollege.org, Tanvi Agarwal <tanvi@xlnc technologies.com>

Dear Mamta,

Thankyou for the smooth coordination during the interview process!!

Please find the list of students who have been selected

1. Payal Dokwal
2. Vaishali Medda

Thanks & Regards,

On Thu, Feb 10, 2022 at 6:12 PM G. Saraf College Place... (via Google Drive) <drive-shares-dm-noreply@google.com> wrote:

placements.saraf@gmail.com shared a folder



placements.saraf@gmail.com has invited you to **view** the following shared folder:

hi, Pls Find Resumes

 XLNC (File responses)



placements.saraf@gmail.com is outside your organization.

Open

If you don't want to receive files from this person, [block the sender](#) from Drive

Google LLC, [1600 Amphitheatre Parkway, Mountain View, CA 94043, USA](#)

You have received this email because placements.saraf@gmail.com shared a file or folder located in Google Drive with you.



--
Raveena Bhave
HR Recruiter
XLNC Technologies
91+ 9967374643

Job Description for Executive Level Profile || SQUAREYARDS

4 messages

Jinal Mewada <jinal.mewada@squareyards.co.in>

Wed, Apr 13, 2022 at 11:35 AM

To: "mamta.chhajer@sarafcollege.org" <mamta.chhajer@sarafcollege.org>

Cc: "ganesh.devadiga@squareyards.in" <ganesh.devadiga@squareyards.in>, "shweta.khaire@squareyards.co.in" <shweta.khaire@squareyards.co.in>

Hello Mamta ,

Apropos to our conversation, Please find the attached JD with below details for your perusal. Let me know if you have any questions or concerns.

Requirement - 80 Candidates**Salary - Min 3 lpa - Max depends on the interview + high incentives****Designation - Investment Manager / Sr. Investment Manager**

Awaiting your positive response on this with a good set of candidates.

Regards,

Jinal Mewada

HR Executive

SquareYards

8169074282

www.squareyards.com

Fraud Warning: Square Yards is a zero brokerage company and doesn't charge any commission from individuals investing in primary or off-plan real estate or availing loans through us. You are solely responsible for any such transactions you initiate. If you come across instances of such demand by employees or associates of Square Yards, please reach out to us at info@squareyards.com

 **Mumbai - Square Yards JD.pdf**
1015K**Jinal Mewada** <jinal.mewada@squareyards.co.in>

Wed, Apr 13, 2022 at 11:37 AM

To: "mamta.chhajer@sarafcollege.org" <mamta.chhajer@sarafcollege.org>

Cc: "shweta.khaire@squareyards.co.in" <shweta.khaire@squareyards.co.in>

[Quoted text hidden]

 **Mumbai - Square Yards JD.pdf**
1015K**Mamta Chhajer** <mamta.chhajer@sarafcollege.org>

Fri, Apr 15, 2022 at 4:18 PM

To: Jinal Mewada <jinal.mewada@squareyards.co.in>

Cc: "shweta.khaire@squareyards.co.in" <shweta.khaire@squareyards.co.in>, Jayant Apte <jayant.apte@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Jinal

PFA list of students interested for job opportunity with Squareyards. Kindly keep us posted.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]

2 attachments



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

 **14. SQUAREYARDS.xlsx**
19K

Jinal Mewada <jinal.mewada@squareyards.co.in>

Sat, Apr 16, 2022 at 5:55 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: "shweta.khaire@squareyards.co.in" <shweta.khaire@squareyards.co.in>, Jayant Apte <jayant.apte@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Hello Mamta,

PFA feedback of the applied Candidates.

Regards

Jinal Mewada

15.04.2022, 16:18, "Mamta Chhajer" <mamta.chhajer@sarafcollege.org>:

Dear Jinal

PFA list of students interested for job opportunity with Squareyards. Kindly keep us posted.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

On Wed, Apr 13, 2022 at 11:37 AM Jinal Mewada <jinal.mewada@squareyards.co.in> wrote:

Hello Mamta ,

Apropos to our conversation, Please find the attached JD with below details for your perusal. Let me know if you have any questions or concerns.

Requirement - 80 Candidates

Salary - Min 3 lpa - Max depends on the interview + high incentives

Designation - Investment Manager / Sr. Investment Manager

Awaiting your positive response on this with a good set of candidates.

Regards,

Jinal Mewada

HR Executive

SquareYards

8169074282

www.squareyards.com

Fraud Warning: Square Yards is a zero brokerage company and doesn't charge any commission from individuals investing in primary or off-plan real estate or availing loans through us. You are solely responsible for any such transactions you initiate. If you come across instances of such demand by employees or associates of Square Yards, please reach out to us at info@squareyards.com

[Quoted text hidden]



14. SQUAREYARDS.xlsx

21K

SR. NO.	Email Address	Surname	Name	Middle Name	Feedback
1	gowdaprajwal865@gmail.com	Gowda	Prajwal	Vasudeva	Selected
2	amareshangle1605@gmail.com	Angle	Amaresh	Sushil	Drop
3	nehamji108@gmail.com	Mishra	Neha	Sandip	Re-scheduled on Tuesday
4	heenay19133@gmail.com	Yadav	Heenadevi	Musafir	Re-scheduled on Tuesday
5	bhanushalikrishna63@gmail.com	Bhanushali	Krishna	Govind	Interview on 15th May
6	harshnagarsheth4455@gmail.com	Nagarsheth	Harsh	Kamlesh	Unable to connect (out of network)
7	pratham122@gmail.com	Mishra	Pratham	Dinesh	Interview on Tuesday
8	30sunny03yadav2002@gmail.com	Yadav	Sunny	Ramjeet	Interview on Tuesday
9	kadamsnehal2001@gmail.com	Kadam	Snehal	Yogesh	Rejected
10	kajalmalviya4896@gmail.com	malviya	Kajal	Inder	Selected
11	karanmote224@gmail.com	Mote	Karan	Vivek	Rejected
12	pandeybhawanap@gmail.com	Pandey	Bhawana	Sushil	Selected
13	sonidiya90.ds@gmail.com	Soni	Diya	Dinesh	Selected
14	sapnaverma24665@gmail.com	Verma	Sapna	9987551388	Re-scheduled on Tuesday
15	priya18pareek@gmail.com	Pareek	Priya	Kishan	Selected
16	jjsenghani@gmail.com	Senghani	Jill	9561354342	Drop
17	pratibhajaiswar53@gmail.com	Jaiswar	Pratibha	Rakesh	Not answering
18	mandalneha370@gmail.com	Mandal	Neha	Amrendra	Interview on Tuesday
19	abhishekjangid005@gmail.com	Jangid	Abhishek	Ashok	Interview on Tuesday
20	vishalgupta300662@gmail.com	Gupta	Vishal	Siyaram	Rejected
21	rishi545677887@gmail.com	Thakur	Rishi	Kishan	Selected
22	sahilkhan81010@gmail.com	Khan	Sahil	Nazim	Selected

23	nikhildubey9323@gmail.com	Dubey	Nikhil	Kailashchandra	Rejected
24	guptaadeepak786@gmail.com	Gupta	Deepak	Mohan	Not answering
25	guptashiva166@gmail.com	Gupta	Shivam	Mahendra	Interview on Tuesday
26	anjalimishra9987@gmail.com	Mishra	Anjali	Santosh	Rejected
27	saloni.sawant007@gmail.com	Sawant	Saloni	Vivekanand	Not answering

Joining Date
3rd May,2022
17th May,2022
17th May,2022
17th May,2022
17th May,2022
17th May,2022
17th May,2022

Newfold Digital (Formerly Endurance International Group) Virtual Placement Drive 12th April 2022

8 messages

Kavya Gupta <kavya.gupta@newfold.com>

Mon, Apr 11, 2022 at 7:02 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: "jayant.apte@sarafcollege.org" <jayant.apte@sarafcollege.org>, "anju.bohra@sarafcollege.org" <anju.bohra@sarafcollege.org>, "swati.chandak@sarafcollege.org" <swati.chandak@sarafcollege.org>, "mehrab.khan@sarafcollege.org" <mehrab.khan@sarafcollege.org>, "sangeeta.sahoo@sarafcollege.org" <sangeeta.sahoo@sarafcollege.org>

Hello,

Greetings from Newfold Digital!

We are thrilled to be meeting you virtually on **12th April 2022** for the placement process!

Schedule for the process-

<i>Dates</i>	<i>Interview Round</i>	<i>Timelines</i>
12th April 2022	Online Test	10:00 AM
	Essay Writing	12:00 PM
	Interviews	3:00 PM onwards

There are one thing that you need to do to participate in our placement drive -

1. Assessment Test

- You will receive an activation email from our recruiter partner (Talview) shortly, please activate your account **immediately** to ensure you are all set for the D day.

(We request you to use your laptop for the entire interview process and ensure you have a stable internet connection with webcam and microphone accessibility)

A few things to keep in mind prior to the process -

1. Although happening virtually, it is going to be a long day so please keep a bottle of water, some dry fruits, coffee/tea handy to stay energized.
2. If you face any technical issues, inform your TPO about it asap.
3. Find a comfortable, well-lit spot in your home from where you can take the test.

We have included a few links that will help you gain a perspective on our **culture** and **life @ Newfold Digital India**:

- [Life at Endurance APAC](#)
- [New Office Space at Bangalore](#)
- [How we define and recognize our Titans](#)
- [Growth Stories at Endurance APAC](#)

We wish you all the luck, give it your best shot on 12th April 2022!

Warm Regards,

Campus Team

Kavya Gupta <kavya.gupta@newfold.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 11:35 AM

Hello ma'am,

Please find below shortlisted candidates for Essay Writing Test.

Shubam Yadav	yadav.aloysius@gmail.com
Abhishek Tiwari	avs2k20@gmail.com
sunny Yadav	30sunny03yadav2002@gmail.com
Forum Vyas	forumvyas666@gmail.com
Snehal Kadam	kadamsnehal2001@gmail.com
Neha Mishra	nehamji108@gmail.com
Talat Khan	talatkhan162001@gmail.com
Rohini Jadhav	ruhijadhav24@gmail.com
Bhawana Pandey	pandeybhawanap@gmail.com

It will start at 12 PM.

Regards,
Kavya Gupta

From: Kavya Gupta
Sent: Monday, April 11, 2022 7:02 PM
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: jayant.apte@sarafcollege.org <jayant.apte@sarafcollege.org>; anju.bohra@sarafcollege.org <anju.bohra@sarafcollege.org>; swati.chandak@sarafcollege.org <swati.chandak@sarafcollege.org>; mehrab.khan@sarafcollege.org <mehrab.khan@sarafcollege.org>; sangeeta.sahoo@sarafcollege.org <sangeeta.sahoo@sarafcollege.org>
Subject: Newfold Digital (Formerly Endurance International Group) Virtual Placement Drive 12th April 2022

[Quoted text hidden]

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: Kavya Gupta <kavya.gupta@newfold.com>

Tue, Apr 12, 2022 at 11:47 AM

Informed

Thanks & Regards,

Mamta Chhajer
Assistant Professor & Co-ordinator - B.Com (A&F)

Ghanshyamdas Saraf College of Arts & Commerce
S.V. Road, Malad West - 400064
Website - www.sarafcollege.org

Contact No. 7506099905
Email id -mamta.chhajer@sarafcollege.org

[Quoted text hidden]

Kavya Gupta <kavya.gupta@newfold.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 3:25 PM

Hello ma'am,

Please find below the shortlisted candidates for interview round 1.

firstName	lastName	phone	eMail
Rohini	Jadhav	9082751513	ruhijadhav24@gmail.com
Talat	Khan	9359840217	talatkhan162001@gmail.com
Forum	Vyas	9768534869	forumvyas666@gmail.com
Neha	Mishra	8446057440	nehamji108@gmail.com
Shubam	Yadav	7506098769	yadav.aloysius@gmail.com

We will begin with interviews from 4 PM.

Regards,
Kavya Gupta

From: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Sent: Tuesday, April 12, 2022 11:47 AM
To: Kavya Gupta <kavya.gupta@newfold.com>
Subject: Re: Newfold Digital (Formerly Endurance International Group) Virtual Placement Drive 12th April 2022

[CAUTION External Email]

[Quoted text hidden]

Kavya Gupta <kavya.gupta@newfold.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 8:18 PM

Hello ma'am,

Two interviews will take place tomorrow.

Below candidate is shortlisted for Interview round 2.

Forum	forumvyas666@gmail.com
-------	--

Below candidate is shortlisted for HR round.

Talat	talatkhan162001@gmail.com
-------	--

I will coordinate for the time tomorrow.

Thanks,
Kavya Gupta

From: Kavya Gupta <kavya.gupta@newfold.com>
Sent: Tuesday, April 12, 2022 3:25 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

[Quoted text hidden]

[Quoted text hidden]

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: Kavya Gupta <kavya.gupta@newfold.com>

Tue, Apr 12, 2022 at 8:30 PM

Thanks for the update.

[Quoted text hidden]

[Quoted text hidden]

Kavya Gupta <kavya.gupta@newfold.com>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Wed, Apr 13, 2022 at 8:00 PM

Hello Saraf College,

We are pleased to inform that we wish to extend full-time job offer to the below student from Saraf College campus drive on 12th April 2022.

Interviewee Name	Email address
Talat	talatkhan162001@gmail.com

We would like to thank the college placement committee for coordinating and supporting throughout the process. We look forward to continued support for mutually strengthening the relationship.

Regards,
Kavya Gupta

From: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Sent: Tuesday, April 12, 2022 8:30 PM

[Quoted text hidden]

[Quoted text hidden]

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: Kavya Gupta <kavya.gupta@newfold.com>

Wed, Apr 13, 2022 at 8:32 PM

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Bcc: Mehrab Khan <mehrab.khan@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Kavya

We thank you for conducting the drive and giving offer to our student Talat Khan.

We look forward to hear about your feedback on how we can guide students to prepare for aptitude test and essay writing rounds so that we can have more selections.

Also requesting you to share the offer letter with the college for record purposes.

Hoping for continued association.

[Quoted text hidden]

[Quoted text hidden]

Campus Hiring Proposal -2022

4 messages

atulmore <atulmore@cholamsispl.com>

Tue, Feb 22, 2022 at 2:01 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: bhanurekha@cholams.murugappa.com, shalininirajp@cholams.murugappa.com, Jayalakshmi Penchalaiah Process Lead-HR-HO-CPMSPL <jayalakshmi@cholamsispl.com>

Dear Sir,

Greetings from **Murugappa Group** and **Chola People and Marketing Services Private Limited!!**
Chola People and Marketing Services Private Limited is part of Murugappa Group and provides trained manpower for the every growing business needs of **Chola MS General Insurance Company Limited**.

Chola MS General Insurance Company Limited is a Joint Venture between the **Murugappa Group** and **Mitsui Sumitomo Insurance Company Limited, Japan**. Chola MS offers a wide range of insurance products that include Motor, Health, Accident, Travel, Property, Engineering, Liability and Marine insurance for individuals and corporates. In 2019-20, the company achieved a Gross Written Premium (GWP) of INR 43,983 million. Chola MS currently has 140 branches and over 50,000+ agents across the country.

The General Insurance Industry in India has been growing at a CAGR of **16%** over last five years and is poised to double its market size in the next three years. Being one of the leading General Insurance service providers and in line with our growth plans for the coming year, Chola MS General Insurance Company is keen to hire **Graduate Trainees** from the final year batch of 2022 to join our ever growing business needs. The organisation has been hiring them into Young Manager Roles through their group company **Chola People and Marketing Services Private Limited**.

Eligibility Criteria:

- Graduates/PG in any discipline – full time with minimum 50%
- Candidate must be less than or equal to 25 years of age at the time of the application`
- All final year students are eligible to apply.

Placement process:

- An online Psychometric test
- Pre-placement presentation
- Group discussion
- Personal interview

The Trainees will be provided intensive training during the first year.

Compensation and Benefits

During the training period of a year, the Graduate trainees will be paid an **Annual Compensation of Rs.3.5 Lakhs (Cost to Company)**. In addition to the compensation, they can also earn **sales incentives upto 3 Lakhs per annum**. A copy of the salary plan and the benefits applicable to the Trainees is also attached herewith.

Basis of interview and training assessment, the Trainees will be deployed of the below roles.

1) Field Sales Managers - Bancassurance:

They will be responsible for growing our health business through assigned bank branches and achieve assigned business targets. They will also be responsible for managing relationship with Branch Managers and other Bank staff by garnering leads from bank employees and meeting prospective customers. Ideal candidate should have a flair for customer service and excellent communication skills.

ANNEXURE

Particulars	Salary Details	
	Our Offer - Per Annum (Rs.)	Our Offer - Per Month (Rs.)
Basic	1,32,036	11,003
House Rent Allowance @ 50% of Basic	66,024	5,502
Conveyance Allowance	19,200	1,600

Sales / Other Allowance	76,140	6,345
Gross	2,93,400	24,450
(**) Retention Bonus (Annual)	35,000	
Provident Fund @ 12% (p.a.) Employers contribution	21,600	1,800
Cost To Company (CTC)	3,50,000	
Business Related Expenses (BRE)	Monthly BRE, if eligible, to be paid after deployment at the respective work location	
(**) Retention Bonus is payable after completion of one year of service.		
You will also be eligible for sales incentives up to Rs 3,00,000/- per annum based on productivity and incentive schemes applicable to your role. You will be eligible for the incentive schemes after completion of six months.		
Note: Please do not disclose or discuss the salary with anybody other than the under signed.		
Other Benefits		
Group Health Insurance – Rs.1,25,000/-		
Group Term Life Insurance – 50 times the monthly gross or 2 crores (whichever is less)		
Group Personal Accident cover – Rs.5,00,000/-		

Job Location: Mumbai

Thanks and Regards

Atul More-Manager- Human Resources-Bangalore-CPMSPL

7259534529

DISCLAIMER: This e-mail and any files transmitted with it are for the sole use of the intended recipient(s) and may contain confidential, sensitive and privileged information. If you are not the intended recipient(s) or have received this communication in error, please reply to the sender and permanently destroy the original message immediately along with its attachments/copies, if any. Any unauthorized review, use, disclosure, dissemination, forwarding, printing or copying of this e-mail, and/or any action taken in reliance on the contents of this e-mail is strictly prohibited and unlawful. Views and opinions expressed in this communication do not necessarily represent those of Chola MS.

Warning: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. Chola MS accepts no liability for any damage caused by any virus transmitted by this email. Thank you for your cooperation.

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 10:51 AM

To: atulmore <atulmore@cholamsispl.com>

Cc: Bhanurekha-Principal Officer-CIA-Chennai-HO-CPMSPL <bhanurekha@cholams.murugappa.com>, Shalini Niraj Purohit-Manager-Human Resources-Mumbai-Chola MS <shalinirajp@cholams.murugappa.com>, Jayalakshmi Penchalaiah Process Lead-HR-HO-CPMSPL <jayalakshmi@cholamsispl.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Mehrab Khan <mehrab.khan@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Atul

Greetings of the Day !

My colleague Prof. Mehrab Khan - 9930468512 - will contact you for taking this further.

Hoping for continued association.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCA/B

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

Mehrab Khan <mehrab.khan@sarafcollege.org>

Fri, Apr 15, 2022 at 5:15 PM

To: atulmore <atulmore@cholamsispl.com>

Cc: Bhanurekha-Principal Officer-CIA-Chennai-HO-CPMSPL <bhanurekha@cholams.murugappa.com>, Shalini Niraj Purohit-Manager-Human Resources-Mumbai-Chola MS <shalininiraj@cholams.murugappa.com>, Jayalakshmi Penchalaiah Process Lead-HR-HO-CPMSPL <jayalakshmip@cholamsispl.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Mamta Chhajaj <mamta.chhajaj@sarafcollege.org>

Dear Atul Sir,

Greetings of the day

As discussed telephonically interview scheduled on 16th April,2022(Saturday). Please find below the list of interested students. Please send us the office address and timing for interview, so the same will inform to our students.

Hoping to hear from you soon

Thank you,

Mehrab Khan

Assistant Professor

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 9930468512

E-mail - mehrab.khan@sarafcollege.org

Website - www.sarafcollege.org

 1. CHOLA MS GENERAL INSURANCE - Copy (2).xlsx

[Quoted text hidden]

Mehrab Khan <mehrab.khan@sarafcollege.org>

Thu, Jun 30, 2022 at 1:44 PM

To: Mamta Chhajaj <mamta.chhajaj@sarafcollege.org>

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

From: Atul More Manager- Human Resources-Bangalore-CPMSPL <atulmore@cholamsispl.com>

Date: Tue, 19 Apr 2022, 12:31

Subject: RE: Campus Hiring Proposal -2022

To: Mehra Khan <mehrab.khan@sarafcollege.org>

Cc: Bhanurekha-Dy. General Manager-HR-HO-Chola MS <bhanurekha@cholams.murugappa.com>, Shalini Niraj Purohit-Sr. Manager-HR-Andheri Leelabuspark-Chol <shalininiraj@cholams.murugappa.com>, <jayalakshmip@cholamsispl.com>

Dear Madam,

Thanks for your co-ordination , Kindly find below candidate selected for Mumbai location .

Kindly provide Documents for selected students – Pan Card/ Aadhar Card/ Education certificate / Passport Size Photo .

Sl.No.	Name of the student	Mobile Number	Email ID	College Name	Location	Remark
--------	---------------------	---------------	----------	--------------	----------	--------

1	Shivam Gupta	8928540587	guptashiva166@gmail.com	Ghanshyam Das Saraf College	Mumbai	Not Shortlisted
2	Shaikh Jabbar	9167012636	shoaib.j.shaikh2110@gmail.com	Ghanshyam Das Saraf College	Mumbai	Selected
3	Neha Mishra	8446057440	nehamji108@gmail.com	Ghanshyam Das Saraf College	Mumbai	Not Shortlisted
4	Snehal Kadam	8850696300	kadamsnehal2001@gmail.com	Ghanshyam Das Saraf College	Mumbai	She will attend today
5	Priya Pareek	9987139162	priya18pareek@gmail.com	Ghanshyam Das Saraf College	Mumbai	Selected
6	Karan Mote	8928717536	karanmote224@gmail.com	Ghanshyam Das Saraf College	Mumbai	Not Shortlisted
7	Rishi Thakur	9076437806	rishi545677887@gmail.com	Ghanshyam Das Saraf College	Mumbai	Selected
8	Nikhil Dubey	8655416848	nikhildubey9323@gmail.com	Ghanshyam Das Saraf College	Mumbai	Selected

Thanks and Regards

Atul More

7259534529

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

On Tue, Feb 22, 2022 at 2:01 PM atulmore <atulmore@cholamsispl.com> wrote:

[Quoted text hidden]

Confirmation for Drive on April 18, 2022

5 messages

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 10:40 AM

To: Mansi Menghani /HR WE/ICICIPRU/Mum <mansi.menghani@iciciprulife.com>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>

Dear Mansi

As discussed telephonically, we will be sharing the list of interested students by end of this week for campus drive on April 18, 2022

Kindly share the JD .

Thank you & Regards,

Mamta Chhajer

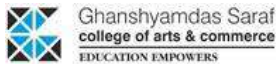
Assistant Professor & Co-ordinator - BC&AF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org



RSET Campus, S.V. Road, Malad (West), **image001.jpg**
 Mumbai - 400064, Maharashtra, India 10K
 Phone : +91 (22) 4520 7766
 Email : info@sarafcollege.org
 Web : www.rset.edu.in/gsc

Mansi Menghani /HR WE/ICICIPRU/Mum <mansi.menghani@iciciprulife.com>

Tue, Apr 12, 2022 at 1:43 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Sakshi Dubey /EXT/HR WE/ICICIPRU/Mum <sakshi.dubey@ext.iciciprulife.com>

Dear Sir/Mam,

As discussed over call, we would like to participate in campus placements for batch of 2022.

Our job description is attached & compensation details are mentioned below:

Compensation details – Mumbai



Students will receive profiles solely based on the discretion of the organization. Hence those who wish to apply must be open to accepting any profile.

We are looking to hire candidates from your institute who have:

- Willingness to do field sales job
- Good interpersonal skills

Following would be the requirements for our pre-placement talk & interview:

- Laptop/Tablet/Mobile phone
- Good internet connection
- Noise free environment

Please confirm the number of students who will be attending the same.

Please ask interested students to register on our portal. Below mentioned is the link:

Link - <https://ismarthire.iciciprulife.com/Campus/>

Regards,

Mansi

From: Mamta Chhajer [mailto:mamta.chhajer@sarafcollege.org]
Sent: Tuesday, April 12, 2022 10:40 AM
To: Mansi Menghani /HR WE/ICICIPRU/Mum
Cc: Jayant Apte; Anju Bohra; Swati Chandak
Subject: Confirmation for Drive on April 18, 2022

External Email Warning: Do not click on any attachment or links/URL in this email unless sender is reliable.

Dear Mansi

As discussed telephonically, we will be sharing the list of interested students by end of this week for campus drive on April 18, 2022

Kindly share the JD .

~~Tilakr @ Regent,~~

Mamta Chhajer

~~Assistant Professor @ Co-ordinator - BC&AF~~

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

"Print this mail only if absolutely necessary. Save Paper. Save Trees." "The information contained in this e-mail and any attachments to this message are intended for the exclusive use of the intended recipient and may contain proprietary, confidential or legally privileged information. If you are not the intended recipient, please note that you are not authorised to disseminate, distribute or copy this e-mail or any parts of it or act upon/rely on the contents of this e-mail in any manner. Please notify the sender immediately by e-mail and destroy all copies of this e-mail and any attachments. Please also note that ICICI Bank or its subsidiaries and associated companies, (collectively "ICICI Group"), are unable to exercise control or ensure or guarantee the integrity of/over the contents of the information contained in e-mail transmissions and that any views expressed in this e-mail are not endorsed by/binding on the ICICI Group unless the sender does so expressly with due authority of ICICI Group. Before opening any attachments please check them for viruses and defects and please note that ICICI

Group accepts no liability or responsibility for any damage caused by any virus that may be transmitted by this email. Thank you for your cooperation."

2 attachments

-  Job Description_Sales_ICICI Prudential Life 2022.pdf
268K
-  Campus Hiring @ ICICI Prulife - Mumbai.pdf
454K

Mamta Chhajer <mamta.chhajer@sarafcollege.org> Fri, Apr 15, 2022 at 4:10 PM
To: Mansi Menghani /HR WE/ICICIPRU/Mum <mansi.menghani@iciciprulife.com>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Sakshi Dubey /EXT/HR WE/ICICIPRU/Mum <sakshi.dubey@ext.iciciprulife.com>

Dear Mansi

PFA list of 25 students applied for ICICI Prudential Life Insurance

Thank you,

Mamta Chhajer

Assistant Professor & Co-ordinator - BC&AF

Ghanshyamdas Saraf College of Arts & Commerce



Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

[Quoted text hidden]

2 attachments

-  Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS
RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc
-  **3. ICICI PRUDENTIAL LIFE INSURANCE.xlsx**
18K

Mansi Menghani /HR WE/ICICIPRU/Mum <mansi.menghani@iciciprulife.com> Fri, Apr 15, 2022 at 7:32 PM
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Sakshi Dubey /EXT/HR WE/ICICIPRU/Mum <sakshi.dubey@ext.iciciprulife.com>, dubey sakshi <dubeysakshi0197@gmail.com>

Dear Mam,

We will do online process, link we will share tomorrow.

[Quoted text hidden]

Mansi Menghani /HR WE/ICICIPRU/Mum <mansi.menghani@iciciprulife.com> Sat, Apr 16, 2022 at 12:37 PM
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Swati Chandak <swati.chandak@sarafcollege.org>, Sakshi Dubey /EXT/HR WE/ICICIPRU/Mum <sakshi.dubey@ext.iciciprulife.com>, dubey sakshi <dubeysakshi0197@gmail.com>

Dear Mam,

Please find below the link:

Click here to join the meeting

We will start at 11 AM.

Regards,

Mansi

From: Mansi Menghani /HR WE/ICICIPRU/Mum
Sent: Friday, April 15, 2022 7:33 PM
To: 'Mamta Chhajer'
Cc: Jayant Apte; Anju Bohra; Swati Chandak; Sakshi Dubey /EXT/HR WE/ICICIPRU/Mum; 'dubey sakshi'
Subject: RE: Confirmation for Drive on April 18, 2022

Dear Mam,

We will do online process, link we will share tomorrow.

Regards,

Mansi

From: Mamta Chhajer [<mailto:mamta.chhajer@sarafcollege.org>]
Sent: Friday, April 15, 2022 4:11 PM
To: Mansi Menghani /HR WE/ICICIPRU/Mum
Cc: Jayant Apte; Anju Bohra; Swati Chandak; Sakshi Dubey /EXT/HR WE/ICICIPRU/Mum

[Quoted text hidden]

[Quoted text hidden]

26-May-2022

Dear SHIVANI SANJAY SINGH,

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

Components	Components Rs. Per annum
Basic	84,000
Supplementary Allowance	96,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	4,038
Flexible Compensation Pay	67,362
Total Fixed Pay	280000.00

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.

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

26-May-2022

Dear Priti Satish Yadav,

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

Components	Components Rs. Per annum
Basic	84,000
Supplementary Allowance	96,000
Employer's Contribution to PF	21,600
Statutory Bonus	7,000
Gratuity	4,038
Flexible Compensation Pay	67,362
Total Fixed Pay	280000.00

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.

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

Campus Drive for 2021-2022

5 messages

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 10:45 AM

To: Sachin Gurav <sachin@redreamz.com>, Niket Parmar <niket@redreamz.com>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Dear Sachin and Niket

Greetings of the Day !

My colleague Prof. Sangeeta Sahoo - 9960688569 - will contact you for fixing the date of drive.

Requesting you to send the detailed JD.

Hoping for continued association.

*Thanks & Regards,***Mamta Chhajer***Assistant Professor & Co-ordinator - BCAF***Ghanshyamdas Saraf College of Arts & Commerce****Contact No.** 7506099905**E-mail -** mamta.chhajer@sarafcollege.org**Website -** www.sarafcollege.org**Ghanshyamdas Saraf**
college of arts & commerce
EDUCATION EMPOWERSRSET Campus, S.V. Road, Malad (West), **image001.jpg**

Mumbai - 400064, Maharashtra, India 10K

Phone : +91 (22) 4520 7766

Email : info@sarafcollege.orgWeb : www.rset.edu.in/gsc

Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Fri, Apr 15, 2022 at 8:33 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: Sachin Gurav <sachin@redreamz.com>, Niket Parmar <niket@redreamz.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Sachin

Greetings of the day!

Please find the list of students who are interested for the profile of Dealer & Relationship Manager.

Let us know if you require further information.

Thanks & Regards
Sangeeta Sahoo
Assistant Professor - BMS
Ghanshyamdas Saraf College of Arts & Commerce
Email id - sangeeta.sahoo@sarafcollege.org
Contact No - 9960688569

[Quoted text hidden]

--

Thanks & Regards,
Prof. Sangeeta Sahoo



REDREAMZ_Student List.xlsx

17K

sachin@redreamz.com <sachin@redreamz.com>

Mon, Apr 18, 2022 at 11:54 AM

To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>, Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: Niket Parmar <niket@redreamz.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Madam,

Thank you for your response, we shall be calling them for an interview this week. I shall also respond you with the result.

Regards,

Sachin Gurav

Founder Redreamz

9820115467

Direct : 022-49789155/59

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]

Error! Filename not specified.

[Quoted text hidden]

Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Mon, Apr 18, 2022 at 12:29 PM

To: Sachin Gurav <sachin@redreamz.com>

Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Niket Parmar <niket@redreamz.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Hi Sachin,

Can you confirm us on which date you would be calling our students for the interview so that we can inform them beforehand.

Thanks & Regards,

Prof. Sangeeta Sahoo

BMS

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. - 9960688569

[Quoted text hidden]

sachin@redreamz.com <sachin@redreamz.com>

Tue, Apr 19, 2022 at 12:21 PM

To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Niket Parmar <niket@redreamz.com>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>, darshana.munankar@redreamz.com

Dear Madam,

We will call them Tomorrow for fixing an interview on Friday, I can also come to college and conduct the interview if possible.

[Quoted text hidden]

Re: students status

2 messages

Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Thu, May 5, 2022 at 2:48 PM

To: darshana.munankar@redreamz.com

Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Sachin Gurav <sachin@redreamz.com>

Hi Darshana,

As per our conversations you confirmed that 11 students were interviewed and out of that 10 were shortlisted for the position.

Kindly share the list of students who were shortlisted.

Thanks & Regards,
Sangeeta Sahoo
Assistant Professor - BMS
Ghanshyamdas Saraf College
Contact No - 9960688569

On Wed, Apr 27, 2022 at 10:48 AM <darshana.munankar@redreamz.com> wrote:

Dear Sir/Mam,

PFA

Regards,

Darshana Munankar

Relationship Manager

Redreamz

+91 22 4978 9159

+91 8928281641

darshana.munankar@redreamz.com

--

Thanks & Regards,
Prof. Sangeeta Sahoo

sachin@redreamz.com <sachin@redreamz.com>

Mon, May 9, 2022 at 1:52 PM

To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, darshana.munankar@redreamz.com

Dear Sangeeta,

We have selected 3 candidates from the list, yet some interviews are pending due to the ongoing exams (BCOM students).

The selected candidates are

- 1) Neha Mishra (accepted offer letter)
- 2) Prerna Tiwari (yet to accept offer letter)
- 3) Shalmali Athalye (not accepted offer yet and not reachable)

Regards,

Sachin Gurav

Founder Redreamz

9820115467

Direct : 022-49789155/59

[Quoted text hidden]

Fwd: HR Intern - Campus Hires - Reliance Nippon Life Insurance

8 messages

Jayant Apte <jayant.apte@sarafcollege.org>

Mon, Apr 4, 2022 at 2:56 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Urvi Jain <urvi.jain@sarafcollege.org>

FYI

In case it is useful to our students

Regards

Dr. Jayant Apte

98211 25965

Principal

 GSC

 cid:_2_0B31D45C0B31D0FC0039C9F865257F5C

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

From: **Pratiksha Rai** <Pratiksha.Rai@relianceada.com>

Date: Mon, Apr 4, 2022 at 1:40 PM

Subject: HR Intern - Campus Hires - Reliance Nippon Life Insurance

To: info@sarafcollege.org <info@sarafcollege.org>

Dear Sir/Madam,

Reliance Nippon Life Insurance Human Resource intend to partner with you to explore talented young Graduates HR students for academic year 2022-2023 who are keen to start their careers in Human Resource function as their preferred choice of domain.

Reliance Nippon Life Insurance Company is amongst the leading private sector life insurance companies in India in terms of individual WRP (weighted received premium) and new business WRP. The company is one of the largest non-bank supported private life insurers with over 10 million policyholders*, a strong distribution network of 713 branches and 42,604 advisors as on March 31, 2021

Rated amongst the Top 3 Most Trusted Life Insurance Service Brands by Brand Equity's Most Trusted Brands Survey 2018.

Reliance Nippon Life Insurance Company is a part of Reliance Capital, a private sector financial services and non-banking company. Reliance Capital has interests in stock broking, life & general insurance, proprietary investments, private equity and other activities in financial services.

I am in-charge of the placement cell for colleges and would like to connect with you to discuss the next steps.

Please find attached job description for HR Intern role for your reference.

You can reach me at Pratiksha.rai@relianceada.com / 8840419916

Looking forward to connect with you.

Thank you,

Pratiksha Rai
Human Resources
Reliance Nippon Life Insurance Co.
7th floor, Silver Metropolis, Off Western Express Highway,
Goregaon East, Mumbai-400063
Mobile: 8840419916

----- The information contained in this electronic message (email) and any attachments to this email are intended for the exclusive use of the addressee(s) and access to this email by any one else is unauthorised. The email may contain proprietary, confidential or privileged information or information relating to Reliance Group. If you are not the intended recipient, please notify the sender by telephone, fax, or return email and delete this communication and any attachments thereto, immediately from your computer. Any dissemination, distribution, or copying of this communication and the attachments thereto (in whole or part), in any manner, is strictly prohibited and actionable at law. The recipient acknowledges that emails are susceptible to alteration and their integrity can not be guaranteed and that Company does not guarantee that any e-mail is virus-free and accept no liability for any damage caused by any virus transmitted by this email. -----

2 attachments



image002.jpg
10K

 **HR Intern - Campus Hires - Reliance Nippon Life Insurance (1).docx**
31K

Urvi Jain <urvi.jain@sarafcollege.org>
To: Jayant Apte <jayant.apte@sarafcollege.org>
Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Mon, Apr 4, 2022 at 9:41 PM

Yes Sir

[Quoted text hidden]

--

Regards

Urvi Jain

Ghanshyamdas Saraf College

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Tue, Apr 12, 2022 at 9:11 AM

FYI

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

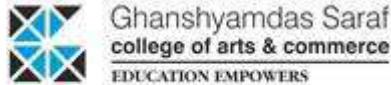
Website - www.sarafcollege.org

[Quoted text hidden]

3 attachments



image002.jpg
10K



RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

 **HR Intern - Campus Hires - Reliance Nippon Life Insurance (1).docx**
31K

Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Tue, Apr 12, 2022 at 10:09 AM

To: Pratiksha.Rai@relianceada.com

Cc: [Jayant Apte <jayant.apte@sarafcollege.org>](mailto:Jayant.Apte@sarafcollege.org), [Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>](mailto:Sangeeta.Sahoo@sarafcollege.org), [Anju Bohra <anju.bohra@sarafcollege.org>](mailto:Anju.Bohra@sarafcollege.org)

Dear Pratiksha

Greetings of the Day !

My colleague Prof. Sangeeta Sahoo - 9960688569 - will contact you for taking this further.

Hoping for continued association.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Co-ordinator - BCAF

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org

Website - www.sarafcollege.org

On Mon, Apr 4, 2022 at 2:56 PM Jayant Apte <jayant.apte@sarafcollege.org> wrote:

[Quoted text hidden]



Ghanshyamdas Saraf
college of arts & commerce
EDUCATION EMPOWERS

RSET Campus, S.V. Road, Malad (West), **image001.jpg**
Mumbai - 400064, Maharashtra, India 10K
Phone : +91 (22) 4520 7766
Email : info@sarafcollege.org
Web : www.rset.edu.in/gsc

Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>

Fri, Apr 15, 2022 at 7:58 PM

To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: Pratiksha.Rai@relianceada.com, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Pratiksha

Greetings of the day!!

As per our discussion, here is the list of students who are interested in HR internship role - full time.
Do let us know if you require any further information.

Thanks & Regards,

Sangeeta Sahoo

Assistant Professor - BMS

Ghanshyamdas Saraf College of Arts & Commerce

Email - sangeeta.sahoo@sarafcollege.org

Contact No. 9960688569

[Quoted text hidden]

--

Thanks & Regards,
Prof. Sangeeta Sahoo



RELIANCE NIPPON_Student List_HR Intern.xlsx
20K

Pratiksha Rai <Pratiksha.Rai@relianceada.com>

Thu, Apr 21, 2022 at 1:35 PM

To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>, Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Sangeeta,

Thank you for sharing the list.

As discussed, we will keep a interview drive after 27th April'22 after the exams and proceed further.

Pratiksha Rai

Team Leader - Talent Acquisition

Reliance Nippon Life Insurance Co.

7th floor, Silver Metropolis, Off Western Express Highway,

Goregaon East, Mumbai-400063
Mobile: 8840419916

From: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>
Sent: Friday, April 15, 2022 7:58 PM
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Pratiksha Rai <Pratiksha.Rai@relianceada.com>; Jayant Apte <jayant.apte@sarafcollege.org>; Anju Bohra <anju.bohra@sarafcollege.org>
Subject: Re: HR Intern - Campus Hires - Reliance Nippon Life Insurance

[Quoted text hidden]

Pratiksha Rai <Pratiksha.Rai@relianceada.com> Thu, Apr 28, 2022 at 9:34 AM
To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>, Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Sangeeta,

Greeting of the day!!!!

Yesterday we kept an interview drive at our regional office of Reliance Nippon Life Insurance Company at Goregaon for students from Saraf College. We are really impressed from the type of education you are providing to your students.

I am hereby attaching the list of students selected for the post of HR Executive. They will be joining after their exam and meanwhile I will be in touch with them for their joining process.

It was great to collaborate with your college and I look forward for more such collaboration with you college.

Thank You,

Pratiksha Rai
Team Leader - Talent Acquisition
Reliance Nippon Life Insurance Co.
7th floor, Silver Metropolis, Off Western Express Highway,
Goregaon East, Mumbai-400063
Mobile: 8840419916

From: Pratiksha Rai <Pratiksha.Rai@relianceada.com>
Sent: Thursday, April 21, 2022 1:35 PM
To: Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>; Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Jayant Apte <jayant.apte@sarafcollege.org>; Anju Bohra <anju.bohra@sarafcollege.org>

[Quoted text hidden]

[Quoted text hidden]

 **Saraf College - Shortlisted students list.xlsx**
10K

Sangeeta Sahoo <sangeeta.sahoo@sarafcollege.org>
To: Pratiksha Rai <Pratiksha.Rai@relianceada.com>

Thu, Apr 28, 2022 at 10:17 AM

Cc: Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Jayant Apte <jayant.apte@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

Dear Pratiksha,

Thank You so much for giving opportunity to our students and your support. Hope they all come up with flying colours.

Looking forward for continued association in future.

Thanks & Regards,
Sangeeta Sahoo
Assistant Professor - BMS
Ghanshyamdas Saraf College of Arts & Commerce
Contact No - 9960688569

[Quoted text hidden]

Sr.no	Student Name	Interview date	Status	Date of Joining
1	Vaishali Medda	27-Apr-22	Selected	16-May-22
2	Shaikh Sumaiya Fatima Sardar	27-Apr-22	Selected	16-May-22
3	Shaikh Shoaib Jabbar	27-Apr-22	Selected	16-May-22
4	Anjali Mishra	27-Apr-22	Selected	Joining date confirmation pending
5	Siya Shukla	27-Apr-22	Not selected	-
6	Abhishek Tiwari	27-Apr-22	Not selected	-
7	Shubham Yadav	27-Apr-22	Not selected	-
8	Neha Mandal	27-Apr-22	Not selected	-

Remarks
Docs yet to receive
Docs yet to receive
Not interested to join
Will join in june
-
-
-
-

RE: interested student list for the profile

1 message

Vaibhav <vaibhav@mansukh.in>

Tue, Mar 1, 2022 at 6:57 P

To: Swati Chandak <swati.chandak@sarafcollege.org>

Cc: Jayant Apte <jayant.apte@sarafcollege.org>, Mamta Chhajer <mamta.chhajer@sarafcollege.org>, Anju Bohra <anju.bohra@sarafcollege.org>

FYI

Dear Ms. Saniya,

Greetings of the Day!!!

We are glad to inform you that you have been selected for the profile of Executive - HR with our company and offer you to join your duties on 02.03.2022.

Please find the Salary offered below:

CTC	15,750
Employer PF	-
Employer ESI	496
GROSS	15,254
Employee PF	-
Employee ESI	114
Professional Tax	200
IN HAND	14,940

You will be in probation for a period of 6 months. The detailed appointment letter will be issued on the date of your joining duties as per the terms and conditions discussed during the interview.

You are required to forward your consent for acceptance of the above position by mail along with confirmation of your joining date.

We welcome you and expect a long term mutual beneficial association...

Regards,

Vaibhav Shah

7498721276

From: Swati Chandak [mailto:swati.chandak@sarafcollege.org]**Sent:** 22 January 2022 10:05**To:** Vaibhav**Cc:** Jayant Apte; Mamta Chhajer; Anju Bohra**Subject:** Re: interested student list for the profile of Derivatives Trainee/Analyst

Dear Sir

As per our conversation and trailing mail I am for forwarding you list of interested candidate for the Profile of HR . 25 students applied for the above opening.

Please find list attached herewith.

Please provide me list of student selected for Derivative Profile .

Regards

SWATI CHANDAK

Assistant Professor

Ghanshyamdas Saraf College of Commerce and Management

7498129938

swati.chandak@sarafcollege.org

On Fri, Jan 14, 2022 at 4:51 PM Vaibhav <vaibhav@mansukh.in> wrote:

Dear Ma'am,

Candidates for further interview round on Tuesday 18th Jan at borivali office @ 4:00 pm.

Kamal	48
Harshath	44
Soman	42
Salma Khatun	32
Amaresh	22
Avani	20
Avhinav	20
Priya	14
Harshita	10

Regards,

Vaibhav Shah

From: Swati Chandak [mailto:swati.chandak@sarafcollege.org]
Sent: 08 January 2022 15:00
To: vaibhav@mansukh.in
Cc: Jayant Apte; Mamta Chhajaj; Anju Bohra
Subject: Re: interested student list for the profile of Derivatives Trainee/Analyst

Dear Vaibhav

As per conversation I m forwarding interested student Excel and CV for the profile of derivative trainee.

Please let me know suitable date and venue address for interview so that we can intimate them the same .

And also please forward me job description for HR opening at your organization.

Please find Excel attached herewith

Regards

Swati Chandak

Placement team

Ghanshyamdas Saraf College of Commerce and Arts.

7498129938

Error! Filename not specified.

Dear Concern,

Warm Greetings from Mansukh Group!!!

Please find below the Company & Job Profile for the current opening of Derivatives Trainee/Analyst.

[Company Profile:](#)

We are Investment and Trading Solutions Provider. This has been our core business since more than two decades. Mansukh Group was founded in 1988 by Mr. J. U. Mansukhani, an Ex. IES officer and U.N.O. advisor with decades of experience in Capital Markets. We are One of the Leading Broking Houses having corporate membership of NSE, BSE, NCDEX, NSE IFSC, India INX & MCX and Depository with NSDL, CDSL. We offer Research services with presence across PAN India and have a huge network of VSATs, Leased lines and modems. We specialize in HFT & Algo trading on our huge Proprietary Desk. Team Mansukh consists of qualified Professionals like MBAs, CFAs, CAs, Hardware and Software Engineers & hence, we are a classic mix of youth and experienced.

We offer Equity & Derivatives Trading, Commodities Trading, Currency Trading, Depository Services, Internet Trading, PMS etc.

[Job Description:](#)

The profile involves :

- Working on the Proprietary Trading vertical which includes Market Making and Trading.
- Algo Trading/HFT in various stock markets and derivatives products on basis of logics provided as per pre-determined rules.
- Amending Algos & Operational Parameters based on real time market changes.
- Back Testing of Trading Strategies and consequent changes in the Strategies/ Logics.
 - Maintaining record of transactions & analyzing daily trades for post trade analysis.
 - Analyzing the markets, market trends and its implications on various Algo Strategies.
 - Analyzing various Opportunities & helping in designing strategies to earn Profit from the same.

[Desired Candidate Profile:](#)

- ✓ Should have Good understanding of Basic Concepts of Securities and Financial Market.
- ✓ Must be a keen learner with strong Quantitative & Analytical Skills and a result-oriented self starter.
- ✓ Must have sound working knowledge of Microsoft Office.

Selection Procedure:

Applicant will need to attend 2 rounds of interview:

- 1) Aptitude Test.
- 2) PI Round.

Education:

1. Graduate/MMS, MBA/PGDM
2. Candidate should have minimum 50% throughout.
3. Candidates with pending backlogs are not eligible.

Compensation:

1.8 – 2 Lac pa CTC, *Performance based incentives.*

Salary not a constraint for a deserving candidate.

Other details:

Applicant should be willing to sign an employment bond of 18 months.

Total vacancies - 10

Job Location – Mumbai (Borivali West), Thane

In case, you are agreeable please share the details of interested students in Excel Format[Name, DOB, Mail Id, Contact No., Address & Educational Details].

For any further details, you can contact Mr. Vaibhav Shah(7498721276)

Fwd: Interested list of student for the Derivative Analyst Profile

1 message

Swati Chandak <swati.chandak@sarafcollege.org>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Wed, Mar 9, 2022 at 1:35 PM

SWATI CHANDAK
Assistant Professor
Ghanshyamdas Saraf College of Commerce and Management
7498129938
swati.chandak@sarafcollege.org

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

From: **Saniya Jana** <saniya@mansukh.in>
Date: Wed, Mar 9, 2022 at 12:39 PM
Subject: Interested list of student for the Derivative Analyst Profile
To: swatichandak <swati.chandak@sarafcollege.org>
Cc: vaibhav <vaibhav@mansukh.in>

Dear Mrs.Kamal Kushwana
Greetings of the Day!!!

We are glad to inform you that you have been selected for the profile of Dervative Analyst with our company and offer you to join your duties on 01/04/2022

You will be in probation for a period of 6 months. The detailed appointment letter will be issued on the date of your joining duties as per the terms and conditions discussed during the interview.

You are required to forward your consent for acceptance of the above position by mail along with confirmation of your joining date.

We welcome you and expect a long term mutual beneficial association...

Regards Hr,
Saniya Jana
(9970142304)

Update on Chartered Financial Expert- Ghanshyamdas Saraf College of Arts and Commerce

3 messages

Rasika Shinde <rasika.shinde@finxpert.org>
To: Mamta.chhajer@sarafcollege.org
Cc: Nisha Shah <nisha.shah@finxpert.org>

Wed, Oct 19, 2022 at 9:44 AM

Dear Mamta Madam,

Below is the details for CFX Batch - 2

Number of students enrolled - 13
CFX pass -9
Placed - 3

From CFX Batch- 1
Out of 40 students, 12 students were placed.

Please find the attached file for your reference.

Thanks & Regards,
Rasika Shinde
M: 8828078984
Email: rasika.shinde@finxpert.org

 **Ghanshyamdas Saraf College of Arts and Commerce (1).xlsx**
8K

Mamta Chhajer <mamta.chhajer@sarafcollege.org>
To: Rasika Shinde <rasika.shinde@finxpert.org>
Cc: Nisha Shah <nisha.shah@finxpert.org>

Wed, Oct 19, 2022 at 11:23 AM

Dear Madam

We will also need the details where the student have been placed. Name of the company , Salary, Profile, Copy of Appointment or Offer Letter.

Please do the needful at the earliest.

Thanks & Regards,

Mamta Chhajer

Assistant Professor & Course Co-ordinator - B.Com (Accounting & Finance)

Ghanshyamdas Saraf College of Arts & Commerce

Contact No. 7506099905

E-mail - mamta.chhajer@sarafcollege.org
Website - www.sarafcollege.org

[Quoted text hidden]

Rasika Shinde <rasika.shinde@finxpert.org>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>
Cc: Nisha Shah <nisha.shah@finxpert.org>

Wed, Oct 19, 2022 at 5:00 PM

Dear Madam,

Below is the requested information, we don't have an offer letter.

Batch - 1					
Sr. No	Full Name	Email Id	Mobile Number (10 digits only)	Corporate Name	CTC Offered
1	Sanjana Jaiswal	sanjanajaiswal36	9619428273	Nirmal Bang	2LPA
2	Swati Singh	swatiisingh013@	8261990817	Sterduro industries pvt ltd	15kpm
3	Parth Gutka	parthgutka1604@	8425902861	SBICAP Securities Limited	2.4 LPA
4	Shubham Yadav	yadav.aloysius@	7506098769	Harjai Computers	2 LPA
Batch - 2					
Sr. No	Full Name	Email Id	Mobile Number (10 digits only)	Corporate Name	CTC Offered
1	Talat Khan	talatkhan162001	9359840217	New fold digital	3.24LPA
2	Kratharth Saxena	kratharths@gma	9967891456	IIDE - Indian Institute of Digital Education	3 LPA
3	Hritika Jojode	hritikajojode1700	7400057894	Forcoma	2 LPA
4	Priti Yadav	pritiyadav0236@	9082159583	SBI Securities	2.4 LPA
5	Amaresh Angle	amareshangle16	7506003797	Emkay	3.3 LPA
6	Abhishek Tiwari	avs2k20@gmail.	7778072323	Union Asset Mgt	3.5LPA
7	Kalpana Prasad	kalpanaprasad20	8652324405	L. S. Nalwaya & Company (SEBI Audit)	15 KPM
8	Karan Mote	karanmote224@	8928717536	SBI Securities	1.92 LPA
9	Rinku Parmar	parmarrinku128@	9967609674	HDFC	3.2LPA
10	Anand Singh	singhanandnk@	8956620987	DBS Bank	3LPA

Thanks & Regards,
Rasika Shinde
M: 8828078984
Email: rasika.shinde@finxpert.org

[Quoted text hidden]

Final training and placement details and report - 2021-22 cycle

1 message

Sneha Ratnani <sratnani@tnsif.org>
To: Mamta Chhajer <mamta.chhajer@sarafcollege.org>

Sat, Mar 4, 2023 at 2:02 PM

Dear Ma'am,

Please find attached the **training and placement data** for all the batches trained in 2021-22 cycle. This includes the data such as:

- Student details
- Student training completion status
- Student placement details

This is divided batch wise in different sheets in the excel workbook and in the end I have kept a sheet which includes all the combined details of all the batches together for your reference.

Since last year the entire training was conducted online - There were some students from Saraf College who had joined the training in online mix batches, other colleges online batches due to other students' references. I have added those students' details in the excel sheet as well.

I have also attached the **official training and placement report** along with it and **certificates** have been uploaded on the link you have shared.

Regards,

Sneha Ratnani

Lead - Training

TNS India Foundation

sratnani@tnsif.org

Mob: (+91) 9324245709 | (+91) 983317353

2 attachments

 **Training and Placement Report -Saraf College.pdf**
154K

 **All batches details-Saraf College (2021-22).xlsx**
51K

Report to Ghanshyamdas Saraf College of Arts and Commerce

Principal and Head Coordinator

Subject: Training and Placement Report 2021-2022

Batch Name	Stream	Batch size	Date started	Date complete	Placed Number	Trainer
Saraf Batch 1	B.Com+BFM	30	16/07/2021	14/10/2021	22	Sneha R
Saraf Batch 2	BAF+BMS+BBI	44	29/11/2021	11/02/2022	37	Sneha R
Saraf Batch 3	BAF+BFM+BBI +B.Com	32	28/02/2022	07/04/2022	27	Sneha R
Other mix batches including Saraf College Students	BAF+BFM+BBI +B.Com+BMS	46	Varied start and end dates		37	Sneha R

Summary of training:

The students have completed 80-100 hours program including Personal effectiveness, Communication Readiness, Career Readiness and Work Readiness. Training was delivered through online class. The students have also undergone individual counselling during the program, post training, pre-placement and also post placements.

Summary of placements:

Total **Placed students** through **TNS India Foundation** is **110** and **Self-placed students** because of TNS India Foundation's training and counselling is **13**.

Company Name	Number of students placed	Total Salary/ CTC Per Annum Offered (In INR)
Accenture	3	192000
Andromeda	10	150000
Axis Bank	2	180000
Byjus	5	300000
Edelweiss	4	325000
HDB Financial Services	36	156000-258000

HDFC	1	144000
ICICI Lombard	1	157000
ICICI Prudential	9	265000
JustDial	2	240000
Motilal Oswal Financial Services	31	200000
Squareyards	4	240000
Times Education	2	300000
Self-Placed	13	
Total	123	

Note: All students are continuing to receive updates about vacancies, undergoing interview and placement processes.

Report By

Sneha Ratnani
Lead-Training
TNS India Foundation

Jai Ambe Optics

07-Mar-2022

Dear Mr. **Aagam Shah**,

Congratulations! We are pleased to confirm that you have been selected to work for **Jai Ambe Optics**. We are delighted to make you the following job offer.

The position we are offering you is that of **Jr. Accountant** at a monthly salary of **9000** per month. Your working hours will be from **10AM to 6PM**.

Benefits for the position include:

- Benefit A (Casual Leave of 12 days per annum)
- Benefit B (Employer State Insurance Corporation ESIC Coverage)

We would like you to start work on **07-Mar-2022**. Please report to our **HR**, for documentation and orientation. If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me by **05-Mar-2022** to indicate your acceptance of this offer.

We are confident you will be able to make a significant contribution to the success of our **Jai Ambe Optics** and look forward to working with you.

Date: December 24, 2021
Reference No: FE157659
Employee Name: **Abhishek Prajapati**
Employee Address: Mumbai

Letter of Intent

Dear **Abhishek Prajapati**,

We are pleased to offer you the position of **QC** at **D-Mart**, Thane Branch. We feel confident that you will contribute your skills and experience towards the growth of our organization.

As per the discussion, you joining date will be on **26th December 2021**. Please find the employee handbook enclosed herewith which contains the medical and retirement benefits offered by our organization.

Your salary details have been mentioned below:-

Basic	8000
Special Allowance	3046
HRA	1300
Gross Salary	8345
ESIC	146
PT	200
Net	12000

Please confirm your acceptance of this offer by signing and returning the copy of this letter.

We look forward to welcoming you on board.



Sincerely,
D-mart, Mumbai
Head – Human Resource



Date : 14-Oct-2020

Name : ABHISHEK MAGANU YADAV

Address : ROOM NO 34 CAMA ESTATE WALBHAT ROAD SANJAY NAGAR GOREGAON EAST 400063

Employee Code : AS464102

Dear Sir / Madam,

We are pleased to appoint you in our organization as **JUNIOR RELATIONSHIP OFFICER (Grade – E1)** in the **RETAIL ASSETS CONSUMER LOAN PERSONAL LOAN BRANCH SALES** department on the following terms and conditions:

1. Commencement / Term:

You are required to join our organization on or before **16-Oct-20** . Your place of work shall presently be at **GOREGAON**.

You will be on orientation period of 6 (Six) months and up on satisfactory performance your confirmation will be due. However the company reserves the rights to extend your orientation for a certain period which will be notified to you.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite time line schedules of completion of various project assignments mutually agreed by our company, with our esteemed client Axis Bank. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed as may be mutually agreed and reviewed on case to case basis by your Reporting authority.

2. Remuneration :

Your remuneration would be set as follows :

Compensation	Monthly (Rs)	Annual (Rs)
Basic	5969	71628
HRA	2985	35820
Telephone Allowance	400	4800
Special Allowance	2904	34848
Local Conveyance	1000	12000
Employer Provident Fund	1233	14796
Employer ESIC	431	5172
CTC	14922	179064

Salary and grade offered to you as above is based on the representation made by you during your interactions with the Company officials and / or documents submitted by you. In case of any discrepancy, company reserves the right to alter / modify / withdraw the offer made to you.

3. Gratuity :

Employee will be eligible for payment of Gratuity subject to fulfillment of the payment of Gratuity Act of 1972.

4. Incentive Scheme :

You will participate in the Sales Incentive Scheme and would receive incentives based on your performance and contribution to the organization as per the scheme. We will be happy to discuss this with you on your joining us. Kindly note that you will not have any right to claim any performance incentive from the company, if you resign or abscond or if you are separated from the company for whatsoever reason.

It is further agreed between you and company that the incentive payable if any, based on your performance and productivity is in lieu of any other bonus including bonus based on profits payable under any law.

5. Transfer :

The Organization shall have the right to transfer you to any of its offices or group companies in India that is in existence or may come into existence at a future date.

6. Leave :

You will be eligible for leave as per company rules subject to approval from the competent authority. It may be noted that leaves cannot be deemed as granted unless sanctioned by competent authority. No leaves can be taken during probation period. Women employees who have completed working 80 days with the organization shall be eligible for Maternity leave as per the policy.

7. Unauthorized Leave / Absence :

If you are on unauthorized leave and absent for more than seven (7) days without any intimation to the company then it would be deemed that you are not interested in continuing with the organization and you would be automatically ceased to be an employee of the organization and in such a case you will be terminated from the services of the company with or without any intimation

8. Job Profile :

Your duties and responsibilities will be explained to you on your joining the organization. However, you shall execute and perform all such duties that may be assigned to you by the organization and the organization reserves its right to change this at its discretion.

9. Professional Ethics and Confidentiality :

While you are in the services of the organization, you are not permitted to carry on any other business or profession or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the company and will not divulge to any person / third party or utilize any of the organization's confidential information or other related

information (which you may possess by reason of your association with the organization) outside the organization.

10. Notice Period:

During the probation period either party can terminate the services by giving 3 days' notice or Basic salary in lieu thereof at organization's discretion. After confirmation, either party can terminate the services by giving 7 days' notice or Basic salary in lieu thereof at organization's discretion. After successful completion of orientation period either party may terminate the employment under this Appointment letter by issuing 7 days' notice in writing or payment in lieu thereof. You will be liable to submit all the company's assets, data etc provided during your tenure in the company for carrying official duties at the time of separation from the company. Please note that you are required to complete the exit formalities within 7 days from your last working day for processing your final settlement dues, if any. Company will not be liable to pay the final settlement dues (if any) in the event of non-completion of exit formalities within 7 days.

11. Reference Check

Your appointment will be subject to satisfactory reference checks. Please furnish the names of two references who have supervised you in professional capacity at same stage in your academic / professional career.

12. Termination of Employment :

Your services with the organization are liable to be terminated in the event of :

- a) Any breach of the conditions mentioned in this letter on your part,
- b) Any incorrect information furnished by you
- c) Suppression of any material information by you ; and
- d) Your performance level is below the expected level and / or the business target, as set out for you from time to time, has not been achieved by you.
- e) Violation of Company's (client's) code of conduct.

13. Retirement / Statutory Benefits :

You will be eligible for Retirement Benefits of the organization namely Provident Fund and Gratuity as per the company policy which will be governed by relevant laws to this effect

14. Change in the Personal Details :

You shall intimate the Company about any change of your residential address (permanent and or current), qualification and other personal details within five days from the date of change of such details.

Your residential address records with the company will be treated as official address and will be used for all official communications with you. In case of non intimation of change in your residential address to the company, any correspondence to your last known address will be treated as communication received by the employee.



The terms and conditions of employment set out in this letter of appointment constitutes service conditions to your employment in the organization in addition to the code of conduct and other laid down guidelines. The organization reserves the right to change the terms and conditions of your employment set out in this letter of Appointment. Any future changes in the company policies, rules, regulations and your employment terms will supersede the terms and conditions mentioned in this letter. The courts in **Mumbai** will have exclusive jurisdiction with regards to any dispute.

Kindly note that you are required to sign the copy of this letter as a token of your acceptance and return it to us immediately. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, receipt of first salary by you will be conclusive proof of your acceptance of the terms and conditioned mentioned herein.

A list of documents to be submitted at the time of joining is given for your information. We look forward to your contribution to the organization and hope that we will have a mutually fulfilling relationship

With warm regards,
For **IKYA Human Capital Solutions** (A division of Quess Corp Limited)

Tej Hans Raj Singh
Vice President - Operations | Staffing

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

Name: ABHISHEK MAGANU YADAV
Signature:.....

Emp Id: AS464102

Place:.....

Date:.....



Date: 06/03/2022

Appointment Letter

Dear **Akash Mithilesh Pandit**,

We are pleased to offer you employment in our Organization Dmart, as a **Cashier**.

Your Joining date is confirmed at **8th March 2022** as per the following terms and conditions:

1. You are entitled to a CTC of **8000** per month payable as per Annexure A
2. You agree to comply with Terms and Conditions of Appointment.
3. You agree to submit with us a signed copy of mark sheet, Pan Card, Adhar Card as well as Passport Size Photograph and also bring the originals for verifications.

Please send an acknowledgement of this offer confirming your joining.

We look forward to a mutually rewarding professional relationship with you.

Dmart Operations

Human Recourses-Malad

Internship Program (Datamatics Business Solutions Ltd) Inbox x



Dipika Jadhav <Dipika_Jadhav@datamaticsbpm.com>
to me, Rajitha, cassandra_suez@datamaticsbpm.com

7 Jan 2022, 19:55

Dear Aklesh,

This has reference to your application and the subsequent interviews you had with us. You will be associated with us as an intern in our **Canada Taxation Team**.

You will be paid a consultancy fee of **Rs. 700/- (all inclusive) per day**, subject to deduction of Income tax at source, as applicable. Your date of joining will be **1st February 2022 & the internship program will end on 30th April 2022.**

Please email the list of documents mentioned in the attached file .

Request you to acknowledge the receipt of this email and send us your acceptance.

Please Login in to below link and fill in the required details.

isearch.datamaticsbpm.com

Thanks & Regards,

Dipika Jadhav | SR. Officer HR



Datamatics Business Solutions Limited

(formerly known as Datamatics Financial Services Ltd.)

Plot No B-5, Part B Cross Lane, MIDC, Andheri (East), Mumbai 400 093

T: +91 22 6671 2001 | M: +91 9920674397

25th August 2021.

Ms. Annu Mali
1, Bashir Mohd. Chawl,
Subhash Nagar,
Jogeshwari (East),
Mumbai - 400 060.

Dear Madam,

This has reference to the discussions you had with the undersigned regarding your assignment, we are now pleased to appoint you on a retainer basis as an 'Intern (Temporary Basis)' with effect from 14th August 2021 till 14th October 2021.

Based on the discussions, your appointment as an intern will be for the two months. You shall be required to fulfill all the duties assigned to you by Principal or any other person from time to time.

We brief you in writing key aspects of this arrangement:

COMPENSATION

You will be paid remuneration of Rs. 8000/- (Eight Thousand only) per month. This will be subject to deduction of tax if any. You shall be entitled for week off and public holidays. You shall be governed by rules and regulations of Rajasthan Sammelan Education Trust being framed from time to time.


RETAINER-SHIP PERIOD

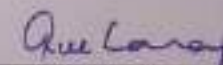
The above arrangement will be initially valid for two months commencing from 14th August 2021 till 14th October 2021 and this may be renewed on mutual understanding. The institution, however, reserve the right to terminate your retainership without assigning any reason whatsoever.

You are requested to return the copy of this letter duly signed as a token of your acceptance of the terms and conditions. We hope that this will be the beginning of your long and successful association with us.

Thanking you,

Yours faithfully,
For Rajasthan Sammelan Education Trust


Kailash Kejriwal
Hon. Secretary


Ashok M. Saraf
President

Date : 13-Dec-2021

Name : Anuradha Patel
 Address : Flat No:- 303, Sai Dham complex, Mumbai
 Employee Code : AS464109

Dear Sir / Madam,

We are pleased to appoint you in our organization as **JUNIOR RELATIONSHIP OFFICER (Grade – E1)** in the **RETAIL ASSETS CONSUMER LOAN PERSONAL LOAN BRANCH SALES** department on the following terms and conditions:

1. Commencement / Term:

You are required to join our organization on or before **15-Dec-21** . Your place of work shall presently be at **MUMBAI**.

You will be on orientation period of 6 (Six) months and up on satisfactory performance your confirmation will be due. However the company reserves the rights to extend your orientation for a certain period which will be notified to you.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite time line schedules of completion of various project assignments mutually agreed by our company, with our esteemed client Axis Bank. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed as may be mutually agreed and reviewed on case to case basis by your Reporting authority.

2. Remuneration :

Your remuneration would be set as follows :

Compensation	Monthly (Rs)	Annual (Rs)
Basic	5969	71628
HRA	2985	35820
Telephone Allowance	400	4800
Special Allowance	2904	34848
Local Conveyance	1000	12000
Employer Provident Fund	1233	14796
Employer ESIC	431	5172
CTC	14922	179064

Salary and grade offered to you as above is based on the representation made by you during your interactions with the Company officials and / or documents submitted by you. In case of any discrepancy, company reserves the right to alter / modify / withdraw the offer made to you.

3. Gratuity :

Employee will be eligible for payment of Gratuity subject to fulfillment of the payment of Gratuity Act of 1972.

4. Incentive Scheme :

You will participate in the Sales Incentive Scheme and would receive incentives based on your performance and contribution to the organization as per the scheme. We will be happy to discuss this with you on your joining us. Kindly note that you will not have any right to claim any performance incentive from the company, if you resign or abscond or if you are separated from the company for whatsoever reason.

It is further agreed between you and company that the incentive payable if any, based on your performance and productivity is in lieu of any other bonus including bonus based on profits payable under any law.

5. Transfer :

The Organization shall have the right to transfer you to any of its offices or group companies in India that is in existence or may come into existence at a future date.

6. Leave :

You will be eligible for leave as per company rules subject to approval from the competent authority. It may be noted that leaves cannot be deemed as granted unless sanctioned by competent authority. No leaves can be taken during probation period. When employees who have completed working 80 days with the organization shall be eligible for Maternity leave as per the policy.

7. Unauthorized Leave / Absence :

If you are on unauthorized leave and absent for more than seven (7) days without any intimation to the company then it would be deemed that you are not interested in continuing with the organization and you would be automatically ceased to be an employee of the organization and in such a case you will be terminated from the services of the company with or without any intimation

8. Job Profile :

Your duties and responsibilities will be explained to you on your joining the organization. However, you shall execute and perform all such duties that may be assigned to you by the organization and the organization reserves its right to change this at its discretion.

9. Professional Ethics and Confidentiality :

While you are in the services of the organization, you are not permitted to carry on any other business or profession or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the company and will not divulge to any person / third party or utilize any of the organization's confidential information or other related

information (which you may possess by reason of your association with the organization) outside the organization.

10. Notice Period:

During the probation period either party can terminate the services by giving 3 days' notice or Basic salary in lieu thereof at organization's discretion. After confirmation, either party can terminate the services by giving 7 days' notice or Basic salary in lieu thereof at organization's discretion. After successful completion of orientation period either party may terminate the employment under this Appointment letter by issuing 7 days' notice in writing or payment in lieu thereof. You will be liable to submit all the company's assets, data etc provided during your tenure in the company for carrying official duties at the time of separation from the company. Please note that you are required to complete the exit formalities within 7 days from your last working day for processing your final settlement dues, if any. Company will not be liable to pay the final settlement dues (if any) in the event of non-completion of exit formalities within 7 days.

11. Reference Check

Your appointment will be subject to satisfactory reference checks. Please furnish the names of two references who have supervised you in professional capacity at same stage in your academic / professional career.

12. Termination of Employment :

Your services with the organization are liable to be terminated in the event of :

- a) Any breach of the conditions mentioned in this letter on your part,
- b) Any incorrect information furnished by you
- c) Suppression of any material information by you ; and
- d) Your performance level is below the expected level and / or the business target, as set out for you from time to time, has not been achieved by you.
- e) Violation of Company's (client's) code of conduct.

13. Retirement / Statutory Benefits :

You will be eligible for Retirement Benefits of the organization namely Provident Fund and Gratuity as per the company policy which will be governed by relevant laws to this effect

14. Change in the Personal Details :

You shall intimate the Company about any change of your residential address (permanent and or current), qualification and other personal details within five days from the date of change of such details.

Your residential address records with the company will be treated as official address and will be used for all official communications with you. In case of non intimation of change in your residential address to the company, any correspondence to your last known address will be treated as communication received by the employee.



The terms and conditions of employment set out in this letter of appointment constitutes service conditions to your employment in the organization in addition to the code of conduct and other laid down guidelines. The organization reserves the right to change the terms and conditions of your employment set out in this letter of Appointment. Any future changes in the company policies, rules, regulations and your employment terms will supersede the terms and conditions mentioned in this letter. The courts in **Mumbai** will have exclusive jurisdiction with regards to any dispute.

Kindly note that you are required to sign the copy of this letter as a token of your acceptance and return it to us immediately. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, receipt of first salary by you will be conclusive proof of your acceptance of the terms and conditioned mentioned herein.

A list of documents to be submitted at the time of joining is given for your information. We look forward to your contribution to the organization and hope that we will have a mutually fulfilling relationship

With warm regards,
For **IKYA Human Capital Solutions** (A division of Qness Corp Limited)

Tej Hans Raj Singh
Vice President - Operations | Staffing

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

Name: ANURADHA PATEL
Signature:.....

Emp Id: AS464109

Place:..... Date:.....

Date: 27-Dec-2021

**Ms ARIBA KHAN,
349 2800 Link Road
Motilal Nagar no 2
Goregaon west Mumbai Maharashtra
MUMBAI-400104.**

Subject: Employment Letter

Dear ARIBA,

We are pleased to inform that you have been selected for employment with **StateStreet Syntel Ser Pvt Ltd** as **Officer KPO (GCM 1)**. Your total emoluments are **Rs. 194000/-** per annum and are described in "Annexure A". Your salary/emoluments shall be kept strictly confidential and you shall not disclose the same to any third party.

The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 45 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

Your retention in Company's employment will be subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination as and when considered necessary.

The Company shall conduct reference checks, background checks and/or drug test before your date of joining with the Company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the Company. This offer is subject to your satisfactory completion of all the above verification made by the Company. The Company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the Company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

The terms and conditions of the employment are listed in "Annexure B".

You are requested to report to duty in our office on **28-Dec-2021**, at **9.30 am** at the following address: **2nd Floor, Building No 4, Raheja MindSpace Nr Airoli Railway Station, Airoli, Navi Mumbai 400708, failing which this employment offer shall be considered null and void.**

Please return the acceptance copy (Annexure C) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take this opportunity to welcome you to the Company and look forward to a very fruitful association with you.

Yours sincerely,

For StateStreet Syntel Ser Pvt Ltd,



Adarsh Krishna

Head - Global Recruitment Cell



Encl: Annexure A – Remuneration Details; Annexure B – Terms and Conditions of Employment Annexure C - Acceptance Copy.

I accept the employment offer on the stipulated terms and conditions (including Annexure A and B) and shall join the Company on

Date & Signature

Annexure A – Remuneration Details**Name: Ms ARIBA KHAN****Designation: Officer KPO****GCM Level: GCM 1**

Compensation Components	Annual (Rs.)
Salary & Allowances	
Basic Salary	120500
House Rent Allowance	24100
Advance Statutory Bonus	30700
Basket of Allowance	496
Total Salary & Allowances (A)	175796
Company's Contribution to Provident Fund (PF) (B)	18204
Total Cost to Company (CTC) C = (A+B)	194000

Notes:

- (1) The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
- (2) All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on statutory regulations.
- (3) As per the Company policy, you will be covered under a company provided Medical Insurance.
- (4) You can opt for Provident fund @12% of basic as your contribution and Company contribution towards provident fund. This is scheduled activity you will be communicated in advance to avail this benefit.
- (5) Advance Statutory bonus is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in future. The frequency of payment of bonus component is subject to further modification as per management Discretion.



Adarsh Krishna
Head - Global Recruitment Cell





Annexure B – Terms and Conditions

1. Work Related:

1.1 The Employee shall devote his/her full time to the work of State Street Syntel Services Pvt. Ltd. (hereinafter referred to as "Company"), and shall not undertake any other direct / indirect business/work/assignment etc. even on part-time basis whether honorary or remunerative, except with the prior written permission of the Company.

1.2 The appointment is being made in good faith on the basis of the Employee's resume and other information as provided by the Employee during the course of interview and mutual discussions. Company reserves the right to make suitable formal/ informal checks with educational institutions and previous employers of the Employee as may be applicable. The Employee is requested to produce all the documents as mentioned in the checklist attached on their date of joining. Any discrepancy in the information/ data provided by the Employee shall result in the termination of employment forthwith and the Employee shall indemnify the Company in full, for any losses suffered by the Company.

1.3 The Employee's designation is merely indicative of the responsibilities, which he/ she is required to carry out. Company shall be entitled to require the Employee, at any time, to perform any other administrative, managerial, supervisory, and/ or other functions and the Employee will be bound to carry out such functions by using his/her best efforts and, act in good faith and in the best interests of the Company.

1.4 The Employee shall not accept any presents, commissions or any kind of gratification in cash or kind from any person, party, firm or company having dealings with the Company or Company's group of companies and if the Employee is offered the Employee shall report the same immediately to the Company.

1.5 The Employee shall maintain and keep in his/her safe custody such books, registers, documents and other papers as may be issued to him/ her or may come in the Employee's possession and shall return the same when required by the Company.

1.6 The Employee will comply with all rules, regulations and procedures including service rules, practices, policies, etc. established by the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company. The Employee shall be bound by the same.

2. Location

2.1. The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately.

2.2 For Company Initiated Relocation Request

In the event that you are required by Atos|Syntel to relocate, Atos|Syntel may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below:

- a) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.



3. Entitlement to Work

3.1 Procurement and timely renewal of relevant work permit in India shall solely be your responsibility and the Company shall render reasonable assistance and support on documents that you may require for this purpose. Your employment is subject to and conditional on you being legally entitled to live and work (for the Company) in India. You undertake to notify the Company immediately if You cease to be so entitled, in which event Your employment shall be deemed terminated and no compensation (with the exception of statutory dues payable, if any) shall be payable to You by the Company. The Company shall not be responsible for any liability whatsoever arising thereof.

4. Probation Period

4.1 Probation clause will not be applicable to You, as Your employment with the Company will be confirmed with effect from your date of joining.

5. Integrity and Professionalism

5.1 The company shall conduct reference checks, background checks and/or drug test before your date of joining with the company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the company. This offer is subject to your satisfactory completion of all the above verification made by the company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo background verification/ medical examination if and when considered necessary.

6. Former Employer

6.1 In the event of You becoming party to any proceeding/(s) brought by any former employer at any time during or after Your employment with the Company, You recognize and agree that You shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in Your response to such action or proceeding whether at Your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of Atos|Syntel group of companies or its directors, officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.

6.2 You have represented to the Company that You are not subject to party to any restrictive covenant, non-compete, non-solicitation, intellectual property, or confidentiality agreement or any other agreement that would limit or restrict Your scope and ability to work in any way for the Company or any member of the Company's group of Companies.

6.3 You have represented that you are not bound by any previous agreement in any way whatsoever from your previous employment that would limit or restrict your scope of ability to work in any way for the Company or Company's group of Companies. In the event of you having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.



6.4 In case of any breach or misrepresentation on Your part in the above, the Company reserves its right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by You in respect of any litigation/proceedings that the Company or any member of Company's group of Companies may have to face on account of your breach or misrepresentation as above.

7. Hours of Work

7.1 Details with regards to Hours of work is covered in our Company's Policy which is available in our internal portal for the employees to refer. Further you will be required to work the hours necessary to fulfill the responsibilities of your role.

8. Remuneration

8.1 The entitlements of your Total Compensation are subject to any Company policy, procedure or guideline that may be issued from time to time. All perquisites and benefits including reimbursements if any applicable to you are subject to applicable tax provisions which may be applicable including taxation on perquisite value

8.2 Your remuneration package has been shared with you as part of the offer letter issued to you.

9. Retirement

9.1 The Employee will retire from the Company services on reaching the age of 60 (sixty) years or earlier if found medically unfit. The age or date of birth already given by the Employee in his/her application form would be treated as binding and final. The actual date of retirement shall be the last date of the calendar month in which the Employee was born.

10. Medclaim, Personal Accident Insurance

10.1 You will be covered by the Company's Medclaim and Personal Accident Insurance Policy as per its rules/ regulations.

11. Annual Leave and Public Holidays

11.1 Our leave year runs from 1 January to 31 December. Your annual leave entitlement will be 33 days. Additional paid holidays are declared each year for public holidays and the Company will update the list of paid holidays for the calendar year in the internal portal of the Company.

11.2 You will be eligible for leave as per the Policy announced by the Company from time to time. All leave applications, approvals, rejections, etc., must be in line with the HR Policy laid down and as applicable from time to time. The Company reserves the right to cancel any approved leave for reasons of business requirements and you are expected to provide full co-operation and adhere to such requests of the Company. The Company is also entitled to, suo moto, ask you to go on leave for such number of days and on such terms and conditions as intimated to you by the HR Department without assigning any reason to you.

11.3 Any un-authorized leave or excess leave by you will entitle the Company to terminate your employment.

11.4 Full details of the policy regarding annual leave and holidays are available on the Company's internal portal.

12. Specialized Training & Knowledge Acquisition

12.1 If the Employee has to undergo any specialized training in the Company or arranged by the Company, the Employee will have to execute a training agreement and an indemnity bond to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond. Any violation of the terms will entitle the Company to recover liquidated damages as mentioned in the said training agreement and an indemnity bond. During employment, Employee agrees to undergo any specialized training as required by the Company.



12.2 On deputation to a client site for knowledge acquisition and subsequent knowledge transfer on a client's application, either for development, enhancement, maintenance, support or otherwise, the Employee will be understood to have gathered intellectual property on behalf of the Company. As a consequence, the Employee commits to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond from the date of return to India from the onsite engagement. Any breach of this clause will entitle the Company to recover liquidated damages as mentioned in the training agreement and an indemnity bond.

13. Confidentiality

13.1 So long as the Employee is in the employment of the Company, providing certain products and/or services to the Company and/or on behalf of the Company, he/ she will, at all times, observe secrecy and confidentiality in respect of technical, trade or business data or any other information that might come to his/her knowledge or possession (herein collectively referred to as the "Confidential Information"), which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore. The Employee shall use the Confidential Information solely for the purpose of and on behalf of the Company. The Employee will not disclose Confidential Information without authority of the Company to anyone other than the Company's authorized person and even after the Employee has ceased to be in the service of the Company, the Employee shall not disclose Confidential Information to anyone. The Employee hereby acknowledges that the Company and its clients are subject to certain privacy regulations and/or contractual obligations, pursuant to which the Company shall be required to obtain certain undertakings from the Employee with regard to privacy, use and protection of non-public information of the Company and/or its clients (of client's customers) or any prospective clients. Employee agrees that (a) he/she shall not disclose or use any client/customer data except to the extent necessary to carry out its obligations under this Agreement and in accordance with applicable privacy laws; (b) he/she shall not disclose client data to any third party without the prior consent of the Company and/or client (c) he/she shall maintain, effective information security measures, in accordance with the policies of the Company and /or client and as otherwise necessary to protect client data from unauthorized disclosure or use; and (d) he/she shall notify the Company in writing immediately upon becoming aware of any such unauthorized disclosure or use of the Company and/or client data in detail. The obligations set forth in this clause shall survive termination of the Agreement indefinitely.

13.2 The term "Confidential Information" does not include information which (i) is already in Employee's possession, or (ii) becomes generally available to the public other than as a result of a disclosure by the Employee or (iii) becomes available to the Employee on a non-confidential basis from a source other than the Company and/or Company's clients. Employee further agrees that disclosure of the same shall be with prior permission of the Company.

13.3 The Employee agrees to promptly re-deliver to the Company, upon request/ in the event of his/ her ceasing the employment with the Company, i) all drawing, blue print or other reproductions or other data, tables, calculations, letter or other documents or other writing or copy of writing of any nature whatever pertaining to the business of the Company, ii) Confidential Information including all Intellectual property rights, whether registered or unregistered on any tangible media. The Employee will not retain any copies, extracts or other reproductions in whole or in part of such material. The Employee further agrees that breach of this confidentiality clause could cause irreparable damage to the Company and that the Company shall be entitled to any and all injunctive relief, as well as monetary damages, including reasonable attorney fees, for such breach.

13.4 From time to time, Company's customers/clients and other business requirements may require all employees to sign special Non-Disclosure Agreements ("NDA's"). These NDA's may be process/ client specific or could represent a regulatory requirement. The Employee agrees to sign and comply with the terms and conditions of the said NDA's, as and when required.



14. Data Protection

14.1 The Company may be required to process, transfer and store your personal and sensitive data in any of the other locations of the Company or any member of the Company's group of companies that may not be your home location (including amongst others, transfers of your health information to another office of the Company) for inclusion in our central HR system.

14.2 By signing this contract, you acknowledge and agree that we are permitted to collect and hold personal data about you as part of our personnel and other business records and that the Company may use such information for the purpose of conducting background checks, administering your employment and other purposes directly related to your employment.

14.3 You agree that we may disclose such data to third parties in the event that such disclosure is in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

14.4 For further information, please refer to the Information Security Policy, which is available on the Company's internal portal.

15. Period of Notice

15.1 You or the Company may terminate your employment by giving the other party written notice as follows: -

a) Notice period will be 45 days. During the term of Your employment, if You undergo any change in GCM Level, notice period prevailing to that GCM Level will be applicable to You as per HR Policy.

b) If you have signed any other agreement with the Company or any member of Atos Syntel group of companies that provides for a larger notice period than enumerated in Section 15.1 (a), then that larger notice period shall apply. (The above is collectively referred to as "Notice Period"). The expression like being in the employment of the Company, during your employment term etc., includes Notice Period also.

15.2 The Company reserves the right to make a payment of basic pay in lieu of such Notice Period.

15.3 The Company may terminate your employment summarily with immediate notice in the event of gross misconduct/misdemeanor or a serious breach of your employment obligations.

15.4 We may, at any time during your Notice Period (whether notice is given by you or by the Company), and in Our absolute discretion alter your duties.

16. Return of Property

16.1 When Your employment ends (or earlier on demand by the Company) you are required to return all Confidential Information, and all the Company property and equipment in an acceptable condition.

16.2 Subject to any written regulations issued by the Company which may be applicable, neither You nor any member of Your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by You on behalf of the Company and/or any member of Company's group of companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit You will forthwith account to the Company or the relevant member of Company's group of companies for the amount received or the value of the benefit so obtained



17. Receipt of Payments and Benefits from Third Parties

17.1 Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Companies for the amount received or the value of the benefit so obtained. Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of the Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Group of Companies for the amount received or the value of the benefit so obtained.

18. Conflict of Interest

18.1 You undertake and agree to mention that you would conduct yourself with the highest standards of integrity, honesty and fairness to avoid any conflict between your personal interests and the interests of the Company. You further state that you do and would not have any direct or indirect interest in a competitor, customer/client or vendor/supplier of the Company or to any member of Company's group of companies to the extent or nature that it affects, or appears to affect, your responsibilities to the Company. The interest shall also apply in the manner of seeking or accepting any form of benefit, gift, privilege, financial interest, employment with or become directly or indirectly involved as an independent contractor, consultant or otherwise with any competitor/client/vendor of the Company or any member of Company's group of companies. You shall not personally take advantage of a business opportunity rightfully belonging to the Company or any member of Company's group of companies or derive personal profit, gain or advantage (other than rightful compensation from the Company) as a result of any transaction undertaken on behalf of the Company or any member of Company's group of companies.

19. Policies and Procedures

19.1 The Company has adopted a number of employment and business policies and procedures. You must comply with the Company's policies and procedures (as amended, removed or replaced from time to time), including the Code of Conduct and or the employee handbook. You will have access to all of the Company policies and procedures including the Code of Conduct, on the Company's internal portal site. You must familiarize yourself with them and you agree to be bound by them as applicable from time to time. No separate agreement is required for you to be bound by such policies and procedures from time to time.

19.2 We reserve the right to change existing policies and procedures or introduce new ones from time to time. Information about new policies and procedures or changes to existing ones including the Code of Conduct will be communicated through the Company's internal portal and/or employee communications.



A State Street and Syntel Company

19.3 Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the Company's policies and procedures up to and including dismissal.

19.4 You also declare that You have not been convicted nor pleaded guilty for violating any central, state or local law, regulation or ordinance nor has any criminal charges presently pending before any court of law.

19.5 You understand and agree that you will not involve/make the Company and/or any member of Company's group of companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of Company's group of companies indemnified at all times should the Company and/or any member of Company's group of companies suffers or incurs any damages and expenses whatsoever in this regard.

19.6 Should you be alleged/convicted in any crime or offence in any country of whatsoever nature, you will immediately inform Our HR and adhere to all the disciplinary procedures as the circumstances may demand.

20. Information, Assets and Systems:

20.1 When you join the Company You may have access to phones, e-mail, the Company's internal portal, internet and other equipment and systems. These form part of Our IT and communication systems and you will be required to use them in accordance with the policies relating to them. We may implement our disciplinary procedure if you fail to comply with them and in certain circumstances, this could amount to gross misconduct leading to dismissal. You should refer and adhere to the Code of Conduct and the Company Policy Standards for further information on these policies.

21. Deduction from Remuneration

21.1 The Company may deduct from your remuneration any overpayment made to you, any benefits including leave taken by you beyond entitlement or amounts owed by you to the Company, to the extent permitted by law.

22. Discipline:

22.1 Details of our disciplinary procedures are available on the Company's internal portal. These procedures do not form part of your Employment Agreement.

22.2 We reserve the right to place you on leave of absence ("Suspension") at any time during your employment, on terms and for periods as we determine appropriate pursuant to applicable laws. This includes (but is not limited to) where we are carrying out investigation and/or disciplinary procedures against you for breach of Terms of Employment or other allied matters.

23. Taxes:

23.1 You shall be solely responsible for declaring and paying all taxes to the relevant tax authorities due on payments made and benefits provided to you by the Company and/or any member of Company's group of companies. The Company shall deduct any statutory dues/taxes from amounts paid to you, as per applicable laws.

24. Changes to Your Terms of Employment

24.1 On matters not specifically covered in the Terms of Employment, You shall be governed by the Company's Policies/ Terms and Conditions/ employee handbook service rules, practices, etc. which are liable for modifications, additions, total or partial withdrawal, suspension/ revocation, etc. from time to time. The Company's decision on all such matters shall be final and binding on you.



24.2 In relation to the benefits (not being a statutory benefit) referred to in this Employment Agreement, we reserve the right to withdraw and/ or alter their terms without notice at any time. We will exercise reasonable discretion if we change the benefits or exclude you from them.

25. Warranty

25.1 You represent and warrant that You are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits You from fully performing the duties of Your employment, or any of them, in accordance with the terms and conditions of this Employment Agreement.

26. Entire Agreement

26.1 These terms and conditions supersede any previous agreement, whether oral or in writing, between you and the Company or any other member of Company's group of companies in relation to the matters dealt herein and represent the entire agreement between you and the Company. This Employment Agreement or any part thereof may be modified in writing and all such modifications shall be effective when signed by both the parties hereto.

27. Waiver

27.1 It is hereby agreed that failure of the Company to enforce at any time or for any period of time the terms and conditions contained herein shall not be construed to be waiver of any of the terms and conditions or of the right thereafter to enforce each and every term and condition of this Employment Agreement.

28. Software Related:

28.1 The Employee is strictly prohibited from bringing in the office premises, any unauthorized or infringed copies of software or downloading any infringed or non-patented software in the computer systems (from external sources or otherwise) or copying software from one computer system to another which may include any violation of the provisions of the Copyrights Act or any other intellectual property rights (IPR) laws. Employee shall not introduce or bring into the Company or its clients' systems, any virus, trojan horses, computer code designed to disrupt, disable, harm, or otherwise impede the operation of software or firmware or any computer or network or that would disable the software or firmware or any computer or network or impair in any way their operation. Violation of this clause will be regarded as a serious offence and the Employee will be subjected to appropriate disciplinary action as per the policies of the Company. For the purpose of maintaining confidentiality of data, information, assignment of IP rights, non-solicitation, non-compete, non-diversion the term State Street Syntel Services Pvt. Ltd is deemed to include the Company and all its affiliated group companies

29. Intellectual Property Rights:

29.1 The Employee agrees to inform the Company of full details of all the inventions, discoveries, concepts, ideas, etc. (collectively called "Developments"), whether patentable or not, including but not limited to, hardware and apparatus, products, processes and methods, formulae, computer programs and techniques, as well as any improvements and related knowledge, which the Employee conceives, improves, completes, or puts in to practice (whether alone or jointly with others) while being in the employment of the Company, and which relate to the present or prospective business, work or investigations of the Company; or which result from any work the Employee does, using any equipment, facilities, materials or personnel of the Company; or which has or have been developed by the Employee or under the Employee's supervision, or which result's from or are suggested by any work, which the Employee does or may do for the Company.



29.2 The ownership of all "developmental" work and documentation created by the Employee shall from the moment of its creation, vest in the Company. Thus, the Employee agrees to assign and hereby assigns to the Company/ Companies nominee, Employee's entire right, title and interest in —

- all Developments;
- all trademarks, copyrights and mask work rights in the developments; and
- all patent applications filed, patents granted on any development, including those in foreign countries, which the Employee conceives or makes (whether alone or with others) while being in the employment of the Company or within two (2) years of the end of their employment (if conceived as a result of the Employment with the Company).

29.3 The Employee acknowledges existence of the Company's present and future products, know-how, processes, software products, programs, codes, documentation and flowcharts in any form and agree to abide by the procedures of the Copyright Law or any other applicable IPR laws in force, in India and foreign countries, which prohibits the reproduction of such protected works, in whole or in part, or in any form or by any other means, without the prior written permission of the Company.

29.4 The Employee agrees to assign to the Company his/her entire right, title and interest in any invention or improvement that the Employee might make solely or jointly with others, during the course of his/her employment with the Company relating to any and all products, services, software, software tools marketed or manufactured or developed and that the Employee will perform any 'acts and execute such documents, without expenses to the Employee which, in the judgments of the Company or its attorneys may be needful or desirable to secure to the Company, patent protection and any or all rights relating to such invention or improvement.

30. Non-solicitation / Non-compete:

30.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party, solicit business from or perform services for any the Company's client or any prospective client, with whom he/she had any contact with or exposure to pursuant to this Employment Agreement.

30.2 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, seek engagement or employment, either full-time or contractually with any organization that is likely to deploy the Employee on project or assignment in Offshore or Onsite client engagement where the Company is already working for the same client and where the Employee had been engaged in a project with the client organization for a period exceeding one month.

31. Non-diversion of Employees:

31.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party solicit and/or offer an employment to a persons, who are then, or were during the previous six (6) months, employees of the Company or any the Company subsidiary / associate / affiliate.



32. Remedies:

32.1 The Employee agrees that his/her failure or neglect to perform, keep, or observe any term, provision, condition, covenant, warranty, or representation contained in this Employment Agreement, the confidentiality agreement or any other agreement between the Employee and the Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

32.2 Remedies for damages procuring prior to the Company's knowledge of breach or until action in breach ends and related in any way to the effects of the breach shall include but not be limited to monetary damage, liquidated damage, attorney's fees and other cause related to the action.

33. Governing Law:

33.1 The validity, construction, interpretation and performance of this Employment Agreement will be governed by Indian laws and adjudicated upon by a competent court in Pune.

34. Severability:

34.1 If any clause in this employment agreement is held invalid, illegal or unenforceable for any reason, that provision shall be severed and the remainder of the provisions of this employment agreement will continue in full force and effect as if this employment agreement had been executed without such invalid provision.

35. Clarifications:

35.1 For any further clarifications about the above clauses or any interpretation of the above clauses, the Employee may approach the HR team.

36. Notices

36.1 All notices under this Employment Agreement shall be sent by post and/or email at the following addresses

For **StateStreet Syntel Ser Pvt Ltd**

4th and 5th Floor, Building # 4, Mindspace-Airoli(SEZ), Thane Belapur Road,, Navi Mumbai-400708,India,Tel: +912241137503, CIN No:U72200MH2004PTC144362.

For **Ms ARIBA KHAN**

349 2800 Link Road,Motilal Nagar no 2, ,Goregaon west Mumbai Maharashtra,MUMBAI-400104.

For State Street Syntel Services Pvt. Ltd



Adarsh Krishna

Date.....

Confirmed and agreed to

Signature. *ariba khan*

Employee Name. Ariba Khan

Date. 27-12-2021

Fwd: ICICI Bank Selected Candidates Details [Inbox 38](#)

Kasturi Joshi

to me, Jashua, Abhinav, Mounel, Sebel

Hello Team,

Kindly find below Selection List for ICICI Bank.

Regards,
Kasturi

Dear Kasturi,

As per the discussion with you please find the below selected candidate details till date :

S.No.	Name	Result	Remark
1	Pallavi Dilip Misal	Selected	Registered
2	Supriya Shukla	Selected	
3	Kaushya Udaiyar	Selected	Registered
4	Shruti Mahendra Furia	Selected	
5	Avinash Kadari	Selected	
6	Sushant Sudhir Shirat	Selected	
7	Sonal Jha	Selected	
8	Aayushi Harish Patel	Selected	
9	Ashish Bangera	Selected	
10	Amul Vijay Sohani	Selected	
11	Navita Mahesh Patnam	Selected	
12	Akhata Gopal Lad	Selected	
13	Akhata Mahadev Dapre	Selected	
14	Radhika Senwal	Selected	
15	Shubham Ghag	Selected	
16	Sonia Tambe	Selected	

Please guide them for Registration.

10/2/2022

Offer Letter

Dear **Asmita Ankush Kumbhar**,

Congratulations! We are pleased to confirm that you have been selected to work for **PAL INDIA COMPUTER EDUCATION**. We are delighted to make you the following job offer:

The position we are offering you is that of **FACULTY JOB**

We would like you to start work on 15/2/2022. Please report to ROHIT LIMBAD for documentation and orientation. If this date is not acceptable, please contact me immediately. On joining, you will be invited to our HR tool (XPayroll) in which you may be required to upload your documents.

ROHIT LIMBAD
PAL INDIA
COMPUTER
EDUCATION

Accepted by,
Asmita Kumbhar

PAL INDIA COMPUTER

PAL INDIA COMPUTER

Fwd: ICICI Bank Selected Candidates Details [Inbox 38](#)

Kasturi Joshi

to ma, Jashua, Abhinav, Mounel, Sebel

Hello Team,

Kindly find below Selection List for ICICI Bank.

Regards,
Kasturi

Dear Kasturi,

As per the discussion with you please find the below selected candidate details till date.

S.No.	Name	Result	Remark
1	Pallavi Dilip Misal	Selected	Registered
2	Supriya Shukla	Selected	
3	Kaushya Udaiyar	Selected	Registered
4	Shruti Mahendra Furia	Selected	
5	Avinash Kadari	Selected	
6	Sushant Sudhir Shirat	Selected	
7	Sonal Jha	Selected	
8	Aayushi Harish Patel	Selected	
9	Ashish Bangera	Selected	
10	Amol Vijay Sohane	Selected	
11	Navita Mahesh Patnam	Selected	
12	Akhata Gopal Lad	Selected	
13	Akhata Mahadev Dapre	Selected	
14	Radhika Senwal	Selected	
15	Shubham Ghag	Selected	
16	Sonia Tambe	Selected	

Please guide them for Registration.

R. Soni

January 25th 2021

SUBJECT: Appointment Letter

Dear Chaitanya Agrawal,

We are pleased to offer you employment in our Organization R. Soni, as an Accountant.
Your Joining date is confirmed at 05th October 2021 as per the following terms and conditions:

1. You are entitled to a CTC of 12000 per month payable as per Annexure A
2. You agree to comply with Terms and Conditions of Appointment.
3. You agree to submit with us a signed copy of mark sheet, Pan Card, Adhar Card as well as Passport Size Photograph and also bring the originals for verifications.
- 4.

Please send an acknowledgement of this offer confirming you're joining.
We look forward to a mutually rewarding professional relationship with you.

Thanks & Regards

R. Soni



Date : 14-Jun-2021

Name : CHIRAG SAMPAT SEN

Address : SOCIETY - 106/8, CHARKOP SECTOR, KANDIVALI (WEST), MUMBAI - 400067

Employee Code : AS500739

Dear Sir / Madam,

We are pleased to appoint you in our organization as **JUNIOR RELATIONSHIP OFFICER (Grade – E1)** in the **RETAIL ASSETS MORTGAGE LAP BRANCH** department on the following terms and conditions:

1. Commencement / Term:

You are required to join our organization on or before **16-Jun-21** . Your place of work shall presently be at **GORGAON (WEST)**.

You will be on orientation period of 6 (Six) months and up on satisfactory performance your confirmation will be due. However the company reserves the rights to extend your orientation for a certain period which will be notified to you.

The responsibilities and tasks assigned to you under this Appointment letter synchronize with the definite time line schedules of completion of various project assignments mutually agreed by our company, with our esteemed client Axis Bank. As our employee, you shall perform your services in a professional manner and shall ensure that the time bound tasks are substantially completed as may be mutually agreed and reviewed on case to case basis by your Reporting authority.

2. Remuneration :

Your remuneration would be set as follows :

Compensation	Monthly (Rs)	Annual (Rs)
Basic	6015	72180
HRA	3008	36096
Bonus	1750	21000
Special Allowance	2087	25044
Mobile Allowance	500	6000
Employer Provident Fund	1242	14904
Employer ESIC	435	5220
Gratuity	289	3468
CTC	15326	183912

Salary and grade offered to you as above is based on the representation made by you during your interactions with the Company officials and / or documents submitted by you. In case of any discrepancy, company reserves the right to alter / modify / withdraw the offer made to you.

3. Gratuity :

Employee will be eligible for payment of Gratuity subject to fulfillment of the payment of Gratuity Act of 1972.

4. Incentive Scheme :

You will participate in the Sales Incentive Scheme and would receive incentives based on your performance and contribution to the organization as per the scheme. We will be happy to discuss this with you on your joining us. Kindly note that you will not have any right to claim any performance incentive from the company, if you resign or abscond or if you are separated from the company for whatsoever reason.

It is further agreed between you and company that the incentive payable if any, based on your performance and productivity is in lieu of any other bonus including bonus based on profits payable under any law.

5. Transfer :

The Organization shall have the right to transfer you to any of its offices or group companies in India that is in existence or may come into existence at a future date.

6. Leave :

You will be eligible for leave as per company rules subject to approval from the competent authority. It may be noted that leaves cannot be deemed as granted unless sanctioned by competent authority. No leaves can be taken during probation period. Women employees who have completed working 80 days with the organization shall be eligible for Maternity leave as per the policy.

7. Unauthorized Leave / Absence :

If you are on unauthorized leave and absent for more than seven (7) days without any intimation to the company then it would be deemed that you are not interested in continuing with the organization and you would be automatically ceased to be an employee of the organization and in such a case you will be terminated from the services of the company with or without any intimation

8. Job Profile :

Your duties and responsibilities will be explained to you on your joining the organization. However, you shall execute and perform all such duties that may be assigned to you by the organization and the organization reserves its right to change this at its discretion.

9. Professional Ethics and Confidentiality :

While you are in the services of the organization, you are not permitted to carry on any other business or profession or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the company and will not divulge to any person / third party or utilize any of the organization's confidential information or other related

information (which you may possess by reason of your association with the organization) outside the organization.

10. Notice Period:

During the probation period either party can terminate the services by giving 3 days' notice or Basic salary in lieu thereof at organization's discretion. After confirmation, either party can terminate the services by giving 7 days' notice or Basic salary in lieu thereof at organization's discretion. After successful completion of orientation period either party may terminate the employment under this Appointment letter by issuing 7 days' notice in writing or payment in lieu thereof. You will be liable to submit all the company's assets, data etc provided during your tenure in the company for carrying official duties at the time of separation from the company. Please note that you are required to complete the exit formalities within 7 days from your last working day for processing your final settlement dues, if any. Company will not be liable to pay the final settlement dues (if any) in the event of non-completion of exit formalities within 7 days.

11. Reference Check

Your appointment will be subject to satisfactory reference checks. Please furnish the names of two references who have supervised you in professional capacity at same stage in your academic / professional career.

12. Termination of Employment :

Your services with the organization are liable to be terminated in the event of :

- a) Any breach of the conditions mentioned in this letter on your part,
- b) Any incorrect information furnished by you
- c) Suppression of any material information by you ; and
- d) Your performance level is below the expected level and / or the business target, as set out for you from time to time, has not been achieved by you.
- e) Violation of Company's (client's) code of conduct.

13. Retirement / Statutory Benefits :

You will be eligible for Retirement Benefits of the organization namely Provident Fund and Gratuity as per the company policy which will be governed by relevant laws to this effect

14. Change in the Personal Details :

You shall intimate the Company about any change of your residential address (permanent and or current), qualification and other personal details within five days from the date of change of such details.

Your residential address records with the company will be treated as official address and will be used for all official communications with you. In case of non intimation of change in your residential address to the company, any correspondence to your last known address will be treated as communication received by the employee.



The terms and conditions of employment set out in this letter of appointment constitutes service conditions to your employment in the organization in addition to the code of conduct and other laid down guidelines. The organization reserves the right to change the terms and conditions of your employment set out in this letter of Appointment. Any future changes in the company policies, rules, regulations and your employment terms will supersede the terms and conditions mentioned in this letter. The courts in **Mumbai** will have exclusive jurisdiction with regards to any dispute.

Kindly note that you are required to sign the copy of this letter as a token of your acceptance and return it to us immediately. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, receipt of first salary by you will be conclusive proof of your acceptance of the terms and conditioned mentioned herein.

A list of documents to be submitted at the time of joining is given for your information. We look forward to your contribution to the organization and hope that we will have a mutually fulfilling relationship

With warm regards,
For **IKYA Human Capital Solutions** (A division of Quess Corp Limited)

Tej Hans Raj Singh
Vice President - Operations | Staffing

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

Name: CHIRAG SAMPAT SEN

Signature:.....

Emp Id: AS500739

Place:.....

Date:.....

Date: 13-Dec-2021

**Mr Dishant Devaliya,
B 5 NARMADA TERRACE CABIN CROSS ROAD
OPP POOJA NAGAR BHAYANDER EAST
MUMBAI-401105.**

Subject: Employment Letter

Dear Dishant,

We are pleased to inform that you have been selected for employment with **StateStreet Syntel Ser Pvt Ltd** as **Officer KPO (GCM 1)**. Your total emoluments are **Rs. 194000/-** per annum and are described in "Annexure A". Your salary/emoluments shall be kept strictly confidential and you shall not disclose the same to any third party.

The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 45 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

Your retention in Company's employment will be subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination as and when considered necessary.

The Company shall conduct reference checks, background checks and/or drug test before your date of joining with the Company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the Company. This offer is subject to your satisfactory completion of all the above verification made by the Company. The Company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the Company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

The terms and conditions of the employment are listed in "Annexure B".

You are requested to report to duty in our office on **14-Dec-2021**, at **9.30 am** at the following address: **2nd Floor, Building No 4, Raheja MindSpace Nr Airoli Railway Station, Airoli, Navi Mumbai 400708, failing which this employment offer shall be considered null and void.**

Please return the acceptance copy (Annexure C) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take this opportunity to welcome you to the Company and look forward to a very fruitful association with you.

Yours sincerely,


For StateStreet Syntel Ser Pvt Ltd,


Adarsh Krishna

Head - Global Recruitment Cell

Encl: Annexure A – Remuneration Details; Annexure B – Terms and Conditions of Employment Annexure C - Acceptance Copy.

I accept the employment offer on the stipulated terms and conditions (including Annexure A and B) and shall join the Company on

14/12/2021 Date & Signature 

4th and 5th Floor, Building # 4, MindSpace-Airoli(SEZ), Thane Belapur Road,, Navi Mumbai-400708,India, Tel:+912241137503

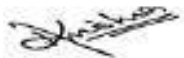
Registered Office: 2nd Floor, Building No 4, Raheja MindSpace, Airoli Navi Mumbai – 400708, India. T.: +91 22 6704 6402

Annexure A – Remuneration Details**Name: Mr Dishant Devaliya****Designation: Officer KPO****GCM Level: GCM 1**

Compensation Components	Annual (Rs.)
Salary & Allowances	
Basic Salary	120500
House Rent Allowance	24100
Advance Statutory Bonus	30700
Basket of Allowance	496
Total Salary & Allowances (A)	175796
Company's Contribution to Provident Fund (PF) (B)	18204
Total Cost to Company (CTC) C = (A+B)	194000

Notes:

- (1) The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
- (2) All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on statutory regulations.
- (3) As per the Company policy, you will be covered under a company provided Medical Insurance.
- (4) You can opt for Provident fund @12% of basic as your contribution and Company contribution towards provident fund. This is scheduled activity you will be communicated in advance to avail this benefit.
- (5) Advance Statutory bonus is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in future. The frequency of payment of bonus component is subject to further modification as per management Discretion.


Adarsh Krishna**Head - Global Recruitment Cell**



Annexure B – Terms and Conditions

1. Work Related:

1.1 The Employee shall devote his/her full time to the work of State Street Syntel Services Pvt. Ltd. (hereinafter referred to as "Company"), and shall not undertake any other direct / indirect business/work/assignment etc. even on part-time basis whether honorary or remunerative, except with the prior written permission of the Company.

1.2 The appointment is being made in good faith on the basis of the Employee's resume and other information as provided by the Employee during the course of interview and mutual discussions. Company reserves the right to make suitable formal/ informal checks with educational institutions and previous employers of the Employee as may be applicable. The Employee is requested to produce all the documents as mentioned in the checklist attached on their date of joining. Any discrepancy in the information/ data provided by the Employee shall result in the termination of employment forthwith and the Employee shall indemnify the Company in full, for any losses suffered by the Company.

1.3 The Employee's designation is merely indicative of the responsibilities, which he/ she is required to carry out. Company shall be entitled to require the Employee, at any time, to perform any other administrative, managerial, supervisory, and/ or other functions and the Employee will be bound to carry out such functions by using his/her best efforts and, act in good faith and in the best interests of the Company.

1.4 The Employee shall not accept any presents, commissions or any kind of gratification in cash or kind from any person, party, firm or company having dealings with the Company or Company's group of companies and if the Employee is offered the Employee shall report the same immediately to the Company.

1.5 The Employee shall maintain and keep in his/her safe custody such books, registers, documents and other papers as may be issued to him/ her or may come in the Employee's possession and shall return the same when required by the Company.

1.6 The Employee will comply with all rules, regulations and procedures including service rules, practices, policies, etc. established by the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company. The Employee shall be bound by the same.

2. Location

2.1. The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately.

2.2 For Company Initiated Relocation Request

In the event that you are required by Atos|Syntel to relocate, Atos|Syntel may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below:

- a) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.



3. Entitlement to Work

3.1 Procurement and timely renewal of relevant work permit in India shall solely be your responsibility and the Company shall render reasonable assistance and support on documents that you may require for this purpose. Your employment is subject to and conditional on you being legally entitled to live and work (for the Company) in India. You undertake to notify the Company immediately if You cease to be so entitled, in which event Your employment shall be deemed terminated and no compensation (with the exception of statutory dues payable, if any) shall be payable to You by the Company. The Company shall not be responsible for any liability whatsoever arising thereof.

4. Probation Period

4.1 Probation clause will not be applicable to You, as Your employment with the Company will be confirmed with effect from your date of joining.

5. Integrity and Professionalism

5.1 The company shall conduct reference checks, background checks and/or drug test before your date of joining with the company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the company. This offer is subject to your satisfactory completion of all the above verification made by the company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo background verification/ medical examination if and when considered necessary.

6. Former Employer

6.1 In the event of You becoming party to any proceeding/(s) brought by any former employer at any time during or after Your employment with the Company, You recognize and agree that You shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in Your response to such action or proceeding whether at Your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of Atos|Syntel group of companies or its directors, officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.

6.2 You have represented to the Company that You are not subject to party to any restrictive covenant, non-compete, non-solicitation, intellectual property, or confidentiality agreement or any other agreement that would limit or restrict Your scope and ability to work in any way for the Company or any member of the Company's group of Companies.

6.3 You have represented that you are not bound by any previous agreement in any way whatsoever from your previous employment that would limit or restrict your scope of ability to work in any way for the Company or Company's group of Companies. In the event of you having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.



6.4 In case of any breach or misrepresentation on Your part in the above, the Company reserves its right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by You in respect of any litigation/proceedings that the Company or any member of Company's group of Companies may have to face on account of your breach or misrepresentation as above.

7. Hours of Work

7.1 Details with regards to Hours of work is covered in our Company's Policy which is available in our internal portal for the employees to refer. Further you will be required to work the hours necessary to fulfill the responsibilities of your role.

8. Remuneration

8.1 The entitlements of your Total Compensation are subject to any Company policy, procedure or guideline that may be issued from time to time. All perquisites and benefits including reimbursements if any applicable to you are subject to applicable tax provisions which may be applicable including taxation on perquisite value

8.2 Your remuneration package has been shared with you as part of the offer letter issued to you.

9. Retirement

9.1 The Employee will retire from the Company services on reaching the age of 60 (sixty) years or earlier if found medically unfit. The age or date of birth already given by the Employee in his/her application form would be treated as binding and final. The actual date of retirement shall be the last date of the calendar month in which the Employee was born.

10. Medclaim, Personal Accident Insurance

10.1 You will be covered by the Company's Medclaim and Personal Accident Insurance Policy as per its rules/ regulations.

11. Annual Leave and Public Holidays

11.1 Our leave year runs from 1 January to 31 December. Your annual leave entitlement will be 33 days. Additional paid holidays are declared each year for public holidays and the Company will update the list of paid holidays for the calendar year in the internal portal of the Company.

11.2 You will be eligible for leave as per the Policy announced by the Company from time to time. All leave applications, approvals, rejections, etc., must be in line with the HR Policy laid down and as applicable from time to time. The Company reserves the right to cancel any approved leave for reasons of business requirements and you are expected to provide full co-operation and adhere to such requests of the Company. The Company is also entitled to, suo moto, ask you to go on leave for such number of days and on such terms and conditions as intimated to you by the HR Department without assigning any reason to you.

11.3 Any un-authorized leave or excess leave by you will entitle the Company to terminate your employment.

11.4 Full details of the policy regarding annual leave and holidays are available on the Company's internal portal.

12. Specialized Training & Knowledge Acquisition

12.1 If the Employee has to undergo any specialized training in the Company or arranged by the Company, the Employee will have to execute a training agreement and an indemnity bond to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond. Any violation of the terms will entitle the Company to recover liquidated damages as mentioned in the said training agreement and an indemnity bond. During employment, Employee agrees to undergo any specialized training as required by the Company.



12.2 On deputation to a client site for knowledge acquisition and subsequent knowledge transfer on a client's application, either for development, enhancement, maintenance, support or otherwise, the Employee will be understood to have gathered intellectual property on behalf of the Company. As a consequence, the Employee commits to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond from the date of return to India from the onsite engagement. Any breach of this clause will entitle the Company to recover liquidated damages as mentioned in the training agreement and an indemnity bond.

13. Confidentiality

13.1 So long as the Employee is in the employment of the Company, providing certain products and/or services to the Company and/or on behalf of the Company, he/ she will, at all times, observe secrecy and confidentiality in respect of technical, trade or business data or any other information that might come to his/her knowledge or possession (herein collectively referred to as the "Confidential Information"), which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore. The Employee shall use the Confidential Information solely for the purpose of and on behalf of the Company. The Employee will not disclose Confidential Information without authority of the Company to anyone other than the Company's authorized person and even after the Employee has ceased to be in the service of the Company, the Employee shall not disclose Confidential Information to anyone. The Employee hereby acknowledges that the Company and its clients are subject to certain privacy regulations and/or contractual obligations, pursuant to which the Company shall be required to obtain certain undertakings from the Employee with regard to privacy, use and protection of non-public information of the Company and/or its clients (of client's customers) or any prospective clients. Employee agrees that (a) he/she shall not disclose or use any client/customer data except to the extent necessary to carry out its obligations under this Agreement and in accordance with applicable privacy laws; (b) he/she shall not disclose client data to any third party without the prior consent of the Company and/or client (c) he/she shall maintain, effective information security measures, in accordance with the policies of the Company and /or client and as otherwise necessary to protect client data from unauthorized disclosure or use; and (d) he/she shall notify the Company in writing immediately upon becoming aware of any such unauthorized disclosure or use of the Company and/or client data in detail. The obligations set forth in this clause shall survive termination of the Agreement indefinitely.

13.2 The term "Confidential Information" does not include information which (i) is already in Employee's possession, or (ii) becomes generally available to the public other than as a result of a disclosure by the Employee or (iii) becomes available to the Employee on a non-confidential basis from a source other than the Company and/or Company's clients. Employee further agrees that disclosure of the same shall be with prior permission of the Company.

13.3 The Employee agrees to promptly re-deliver to the Company, upon request/ in the event of his/ her ceasing the employment with the Company, i) all drawing, blue print or other reproductions or other data, tables, calculations, letter or other documents or other writing or copy of writing of any nature whatever pertaining to the business of the Company, ii) Confidential Information including all Intellectual property rights, whether registered or unregistered on any tangible media. The Employee will not retain any copies, extracts or other reproductions in whole or in part of such material. The Employee further agrees that breach of this confidentiality clause could cause irreparable damage to the Company and that the Company shall be entitled to any and all injunctive relief, as well as monetary damages, including reasonable attorney fees, for such breach.

13.4 From time to time, Company's customers/clients and other business requirements may require all employees to sign special Non-Disclosure Agreements ("NDA's"). These NDA's may be process/ client specific or could represent a regulatory requirement. The Employee agrees to sign and comply with the terms and conditions of the said NDA's, as and when required.



14. Data Protection

14.1 The Company may be required to process, transfer and store your personal and sensitive data in any of the other locations of the Company or any member of the Company's group of companies that may not be your home location (including amongst others, transfers of your health information to another office of the Company) for inclusion in our central HR system.

14.2 By signing this contract, you acknowledge and agree that we are permitted to collect and hold personal data about you as part of our personnel and other business records and that the Company may use such information for the purpose of conducting background checks, administering your employment and other purposes directly related to your employment.

14.3 You agree that we may disclose such data to third parties in the event that such disclosure is in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

14.4 For further information, please refer to the Information Security Policy, which is available on the Company's internal portal.

15. Period of Notice

15.1 You or the Company may terminate your employment by giving the other party written notice as follows: -

a) Notice period will be 45 days. During the term of Your employment, if You undergo any change in GCM Level, notice period prevailing to that GCM Level will be applicable to You as per HR Policy.

b) If you have signed any other agreement with the Company or any member of Atos Syntel group of companies that provides for a larger notice period than enumerated in Section 15.1 (a), then that larger notice period shall apply. (The above is collectively referred to as "Notice Period"). The expression like being in the employment of the Company, during your employment term etc., includes Notice Period also.

15.2 The Company reserves the right to make a payment of basic pay in lieu of such Notice Period.

15.3 The Company may terminate your employment summarily with immediate notice in the event of gross misconduct/misdemeanor or a serious breach of your employment obligations.

15.4 We may, at any time during your Notice Period (whether notice is given by you or by the Company), and in Our absolute discretion alter your duties.

16. Return of Property

16.1 When Your employment ends (or earlier on demand by the Company) you are required to return all Confidential Information, and all the Company property and equipment in an acceptable condition.

16.2 Subject to any written regulations issued by the Company which may be applicable, neither You nor any member of Your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by You on behalf of the Company and/or any member of Company's group of companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit You will forthwith account to the Company or the relevant member of Company's group of companies for the amount received or the value of the benefit so obtained



17. Receipt of Payments and Benefits from Third Parties

17.1 Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Companies for the amount received or the value of the benefit so obtained. Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of the Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Group of Companies for the amount received or the value of the benefit so obtained.

18. Conflict of Interest

18.1 You undertake and agree to mention that you would conduct yourself with the highest standards of integrity, honesty and fairness to avoid any conflict between your personal interests and the interests of the Company. You further state that you do and would not have any direct or indirect interest in a competitor, customer/client or vendor/supplier of the Company or to any member of Company's group of companies to the extent or nature that it affects, or appears to affect, your responsibilities to the Company. The interest shall also apply in the manner of seeking or accepting any form of benefit, gift, privilege, financial interest, employment with or become directly or indirectly involved as an independent contractor, consultant or otherwise with any competitor/client/vendor of the Company or any member of Company's group of companies. You shall not personally take advantage of a business opportunity rightfully belonging to the Company or any member of Company's group of companies or derive personal profit, gain or advantage (other than rightful compensation from the Company) as a result of any transaction undertaken on behalf of the Company or any member of Company's group of companies.

19. Policies and Procedures

19.1 The Company has adopted a number of employment and business policies and procedures. You must comply with the Company's policies and procedures (as amended, removed or replaced from time to time), including the Code of Conduct and or the employee handbook. You will have access to all of the Company policies and procedures including the Code of Conduct, on the Company's internal portal site. You must familiarize yourself with them and you agree to be bound by them as applicable from time to time. No separate agreement is required for you to be bound by such policies and procedures from time to time.

19.2 We reserve the right to change existing policies and procedures or introduce new ones from time to time. Information about new policies and procedures or changes to existing ones including the Code of Conduct will be communicated through the Company's internal portal and/or employee communications.



19.3 Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the Company's policies and procedures up to and including dismissal.

19.4 You also declare that You have not been convicted nor pleaded guilty for violating any central, state or local law, regulation or ordinance nor has any criminal charges presently pending before any court of law.

19.5 You understand and agree that you will not involve/make the Company and/or any member of Company's group of companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of Company's group of companies indemnified at all times should the Company and/or any member of Company's group of companies suffers or incurs any damages and expenses whatsoever in this regard.

19.6 Should you be alleged/convicted in any crime or offence in any country of whatsoever nature, you will immediately inform Our HR and adhere to all the disciplinary procedures as the circumstances may demand.

20. Information, Assets and Systems:

20.1 When you join the Company You may have access to phones, e-mail, the Company's internal portal, internet and other equipment and systems. These form part of Our IT and communication systems and you will be required to use them in accordance with the policies relating to them. We may implement our disciplinary procedure if you fail to comply with them and in certain circumstances, this could amount to gross misconduct leading to dismissal. You should refer and adhere to the Code of Conduct and the Company Policy Standards for further information on these policies.

21. Deduction from Remuneration

21.1 The Company may deduct from your remuneration any overpayment made to you, any benefits including leave taken by you beyond entitlement or amounts owed by you to the Company, to the extent permitted by law.

22. Discipline:

22.1 Details of our disciplinary procedures are available on the Company's internal portal. These procedures do not form part of your Employment Agreement.

22.2 We reserve the right to place you on leave of absence ("Suspension") at any time during your employment, on terms and for periods as we determine appropriate pursuant to applicable laws. This includes (but is not limited to) where we are carrying out investigation and/or disciplinary procedures against you for breach of Terms of Employment or other allied matters.

23. Taxes:

23.1 You shall be solely responsible for declaring and paying all taxes to the relevant tax authorities due on payments made and benefits provided to you by the Company and/or any member of Company's group of companies. The Company shall deduct any statutory dues/taxes from amounts paid to you, as per applicable laws.

24. Changes to Your Terms of Employment

24.1 On matters not specifically covered in the Terms of Employment, You shall be governed by the Company's Policies/ Terms and Conditions/ employee handbook service rules, practices, etc. which are liable for modifications, additions, total or partial withdrawal, suspension/ revocation, etc. from time to time. The Company's decision on all such matters shall be final and binding on you.



24.2 In relation to the benefits (not being a statutory benefit) referred to in this Employment Agreement, we reserve the right to withdraw and/ or alter their terms without notice at any time. We will exercise reasonable discretion if we change the benefits or exclude you from them.

25. Warranty

25.1 You represent and warrant that You are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits You from fully performing the duties of Your employment, or any of them, in accordance with the terms and conditions of this Employment Agreement.

26. Entire Agreement

26.1 These terms and conditions supersede any previous agreement, whether oral or in writing, between you and the Company or any other member of Company's group of companies in relation to the matters dealt herein and represent the entire agreement between you and the Company. This Employment Agreement or any part thereof may be modified in writing and all such modifications shall be effective when signed by both the parties hereto.

27. Waiver

27.1 It is hereby agreed that failure of the Company to enforce at any time or for any period of time the terms and conditions contained herein shall not be construed to be waiver of any of the terms and conditions or of the right thereafter to enforce each and every term and condition of this Employment Agreement.

28. Software Related:

28.1 The Employee is strictly prohibited from bringing in the office premises, any unauthorized or infringed copies of software or downloading any infringed or non-patented software in the computer systems (from external sources or otherwise) or copying software from one computer system to another which may include any violation of the provisions of the Copyrights Act or any other intellectual property rights (IPR) laws. Employee shall not introduce or bring into the Company or its clients' systems, any virus, trojan horses, computer code designed to disrupt, disable, harm, or otherwise impede the operation of software or firmware or any computer or network or that would disable the software or firmware or any computer or network or impair in any way their operation. Violation of this clause will be regarded as a serious offence and the Employee will be subjected to appropriate disciplinary action as per the policies of the Company. For the purpose of maintaining confidentiality of data, information, assignment of IP rights, non-solicitation, non-compete, non-diversion the term State Street Syntel Services Pvt. Ltd is deemed to include the Company and all its affiliated group companies

29. Intellectual Property Rights:

29.1 The Employee agrees to inform the Company of full details of all the inventions, discoveries, concepts, ideas, etc. (collectively called "Developments"), whether patentable or not, including but not limited to, hardware and apparatus, products, processes and methods, formulae, computer programs and techniques, as well as any improvements and related knowledge, which the Employee conceives, improves, completes, or puts in to practice (whether alone or jointly with others) while being in the employment of the Company, and which relate to the present or prospective business, work or investigations of the Company; or which result from any work the Employee does, using any equipment, facilities, materials or personnel of the Company; or which has or have been developed by the Employee or under the Employee's supervision, or which result's from or are suggested by any work, which the Employee does or may do for the Company.



29.2 The ownership of all "developmental" work and documentation created by the Employee shall from the moment of its creation, vest in the Company. Thus, the Employee agrees to assign and hereby assigns to the Company/ Companies nominee, Employee's entire right, title and interest in —

- all Developments;
- all trademarks, copyrights and mask work rights in the developments; and
- all patent applications filed, patents granted on any development, including those in foreign countries, which the Employee conceives or makes (whether alone or with others) while being in the employment of the Company or within two (2) years of the end of their employment (if conceived as a result of the Employment with the Company).

29.3 The Employee acknowledges existence of the Company's present and future products, know-how, processes, software products, programs, codes, documentation and flowcharts in any form and agree to abide by the procedures of the Copyright Law or any other applicable IPR laws in force, in India and foreign countries, which prohibits the reproduction of such protected works, in whole or in part, or in any form or by any other means, without the prior written permission of the Company.

29.4 The Employee agrees to assign to the Company his/her entire right, title and interest in any invention or improvement that the Employee might make solely or jointly with others, during the course of his/her employment with the Company relating to any and all products, services, software, software tools marketed or manufactured or developed and that the Employee will perform any 'acts and execute such documents, without expenses to the Employee which, in the judgments of the Company or its attorneys may be needful or desirable to secure to the Company, patent protection and any or all rights relating to such invention or improvement.

30. Non-solicitation / Non-compete:

30.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party, solicit business from or perform services for any the Company's client or any prospective client, with whom he/she had any contact with or exposure to pursuant to this Employment Agreement.

30.2 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, seek engagement or employment, either full-time or contractually with any organization that is likely to deploy the Employee on project or assignment in Offshore or Onsite client engagement where the Company is already working for the same client and where the Employee had been engaged in a project with the client organization for a period exceeding one month.

31. Non-diversion of Employees:

31.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party solicit and/or offer an employment to a persons, who are then, or were during the previous six (6) months, employees of the Company or any the Company subsidiary / associate / affiliate.



32. Remedies:

32.1 The Employee agrees that his/her failure or neglect to perform, keep, or observe any term, provision, condition, covenant, warranty, or representation contained in this Employment Agreement, the confidentiality agreement or any other agreement between the Employee and the Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

32.2 Remedies for damages procuring prior to the Company's knowledge of breach or until action in breach ends and related in any way to the effects of the breach shall include but not be limited to monetary damage, liquidated damage, attorney's fees and other cause related to the action.

33. Governing Law:

33.1 The validity, construction, interpretation and performance of this Employment Agreement will be governed by Indian laws and adjudicated upon by a competent court in Pune.

34. Severability:

34.1 If any clause in this employment agreement is held invalid, illegal or unenforceable for any reason, that provision shall be severed and the remainder of the provisions of this employment agreement will continue in full force and effect as if this employment agreement had been executed without such invalid provision.

35. Clarifications:

35.1 For any further clarifications about the above clauses or any interpretation of the above clauses, the Employee may approach the HR team.

36. Notices

36.1 All notices under this Employment Agreement shall be sent by post and/or email at the following addresses

For **StateStreet Syntel Ser Pvt Ltd**

4th and 5th Floor, Building # 4, Mindspace-Airoli(SEZ), Thane Belapur Road,, Navi Mumbai-400708,India,Tel: +912241137503, CIN No:U72200MH2004PTC144362.

For **Mr Dishant Devaliya**

B 5 NARMADA TERRACE CABIN CROSS ROAD, , ,OPP POOOJA NAGAR BHAYANDER EAST,MUMBAI-401105.

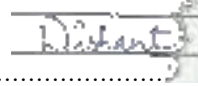
For State Street Syntel Services Pvt. Ltd



Adarsh Krishna

Date..... 14/12/2021

Confirmed and agreed to



Signature.....

Employee Name Dishant Devaliya

Date..... 14/12/2021



MIND CIRCUS INNOVATIONS

PROMOTION NOTICE

Date- 30.11.2021

Ms. Diya Soni,

Congratulations! We are pleased to inform you that you have been promoted to full time **"Online Marketing Executive"**

You have been working with **"ADVIDS.co"** since 1st November 2020. We are happy to reward that kind of hard work and dedication.

Your revised remuneration for the current year will be **Rs. 1,14,000 Per Annum w.e.f. 01st December 2021.**

ADVIDS is a brand that operates under the MIND CIRCUS INNOVATIONS.

For MIND CIRCUS INNOVATIONS



Alok Bhat

(Authorized Signatory)

www.advids.co

F102, One North, S.N.133a/136a/137p, Magarpatta, Hadapsar, Pune 411028.

Date: **18-10-2021**

Dear **Fiza Mehmood Sayyed**

Letter of Intent

We are pleased to offer you employment in our Organization **Conneqt Business Solutions Limited**, as **Accountant** subject to the following terms and conditions:

1. Your employment with The Company will be bound by our rules and regulations. Your date of Joining would be **20-10-2021** Your Salary will be Rs. **15,000/-**

2. Your deputation to our Company may be extended from time to time, as decided by The Company for specified duration and location. During the tenure of your deputation, you will continue to be an employee of The Company and your compensation and applicable allowances shall be paid by the Company.

3. Separation: In the event, you wish to leave the services of the Company, you will be required to give clear written notice of 30 days to the Company unless the company/client agrees to a shorter notice period depending on the client's requirements.

In the event of the Company wanting to dispense with your services, the company shall be liable to give 15 days 'notice as advance intimation or pay you 15days basic salary in lieu of the notice, as compensation.

You will be relieved from the services of the Company subject to your:

- Handing over the project and knowledge transfer to the client's assigned representative/s in respect of the assignments handled by you.

- Obtaining a "No Objection Letter" from the client as a confirmation of your having complied with (a) above.

You are bound to make good the loss suffered by the Company and any other charges/liabilities the Company incurs if you fail to give such written notice and complete the handover within the prescribed time as mentioned hereinabove. Should exigencies of business so dictate, the Company may require you to serve the entire or part of the notice period as mentioned above

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

A handwritten signature in blue ink that reads 'Alexandria'.

Conneqt Business Solution Limited
Head – Human Resource

Date - 10/05/2019

To,

Mr/Ms Hemang Ramesh Dubey.

On behalf of We TechShiksha Labs Pvt. Ltd., I am pleased to offer you a position with our organization.

Designation: Operation Sector. [Intern]**Date of Joining:** 10/05/2019.**Probation:** Minimum of 6 months, contingent upon performance.**Remuneration:** Rs. 5000 Per month in cash/cheque (subject to increment as per performance), plus reimbursement of travel for official purpose.**Work Timings:** 6 days a week (9 hours per day including lunch & other breaks of half hour)**Benefits:** PL (Privileged Leave) is the leave earned by an employee for the number of days worked in the previous months. After every month, an employee earns 2 days of PL. In financial year April to March, an employee can earn 24 PLs, 10 of which can be forwarded to next Financial Year. Other 14 PLs if not utilized in the current financial year will lapse.**Resignation:** At least 30 days of notice period to be served after submission of resignation.**Conduct:** You are required to abide by the employment policies of We TechShiksha Labs Pvt. Ltd.

Please sign and return this letter to us. We look forward to welcoming you to this organization.

Warm Regards,

I accept the offer on the above terms and conditions

For We Techshiksha Labs Pvt. Ltd.


 Authorised Signatory

Amit Modi

CEO

We TechShiksha Labs Pvt. Ltd.

Signature: HemangDate: 10/05/2019

Employment Policies Of We TechShiksha Labs Pvt. Ltd.

1. Within the probation period of 6 months, an employee is eligible for 1 PL per month.
2. You will be required to perform duties as per the management's direction. Further the management reserves the right to change your designation or duty at its sole discretion.
3. You should be willing to travel within and outside Mumbai for fulfilling any official duty as per orders from the higher authority.
4. During your employment with the company, you shall devote yourself exclusively to the business and affairs of the company, and shall not engage in any other employment, trade, part-time jobs or private work without prior written permission.
5. You will be responsible for proper care, use and return of the company's property, which might be entrusted to you from time to time. You shall also be required to account for the same and compensate to the extent of financial loss suffered by the company.
6. Any act of secretly transferring/stealing/destroying any of company's trademarks, patents, copyrights, trade secrets, logo, Science/Electronics/Arduino WITBLOX designs/models, manuals, documents, and properties etc during the course of employment or thereafter is not permitted. Such actions would lead to immediate termination and a legal action would be taken without any prior notice.
7. You shall maintain absolute secrecy with regards to the company's business operations during the course of your employment in the company and thereafter.
8. Your appointment will be subject to verification of your credentials, certificates and proof of age. This offer is being made to you on the understanding that the facts furnished about your age, qualifications, experience etc. are true and correct. In case if it is found in future that you had given wrong information or you had tried to hide certain facts from the company, your services will be liable for immediate termination.
9. Any action even close to any sort of misbehaviour, illicit comments, and physical/mental/verbal/sexual harassment of women within or outside the workplace will lead to immediate termination. In cases within the work place, even action could be taken under Sexual Harassment of Women at Workplace (Prevention, Prohibition, & Redressal) Act, 2013.
10. The organization strictly prohibits consumption of any form of tobacco, gutka, cigarette, alcohol etc. in the office premises and during office hours. An employee found not abiding by this rule would be charged a hefty fine or even termination from duty.
11. Any form of indecent behaviour like use of abusive language, engaging in verbal or physical dual with any other employee of the organization esp. on grounds of caste, gender, religion, region, class, colour etc. would lead to hefty fines and even termination in serious cases.
12. The organization believes in equality and justice of each and every employee. Any act of mutual help and cooperation among employees would be highly appreciated.

I hereby declare that I have read & understood all the terms & conditions in letter & spirit as provided in the "Employment Policies of We TechShiksha Labs Pvt. Ltd." & I agree to all the terms.

Name: *Hema Ramesh Dubey*

Signature: *Hema*



Date: 10/05/2019.

For We TechShiksha Labs Pvt. Ltd.

[Signature]
 Authorised Signatory

Employee Declaration

I Hema Ramesh Dubey. hereby declare that I won't use any of the intellectual properties (trademarks, patents, copyrights, trade secrets, logo, Science/Electronics/Arduino/WITBLOX designs/models, manuals, documents, e-mails properties etc) of We TechShiksha's Pvt. Ltd. for any personal purpose during or after my tenure at We TechShiksha Lab's Pvt. Ltd.

I Hema Ramesh Dubey. hereby declare that I won't use We TechShiksha Labs Pvt. Ltd. intellectual properties (trademarks, patents, copyrights, trade secrets, logo, Science/Electronics/Arduino/ WITBLOX designs/models, manuals, documents, e-mails properties etc) for starting or supporting my or anyone else's business during or after my tenure at We TechShiksha Labs Pvt. Ltd.

I Hema Ramesh Dubey. hereby declare that if I am found indulging in any of the aforementioned activities, We TechShiksha Labs Pvt. Ltd. has the full right to take legal action against me and I will be liable to pay a monetary fine of any amount decided by We TechShiksha Labs Pvt. Ltd. & will cease to indulge in the activity from immediate effect.

Name: Hema Ramesh Dubey.

Signature: Hema



For We Techshiksha Labs Pvt. Ltd.

Lingar.

Date: 10.05.2019

Authorised Signatory

Offer of Employment Letter

23rd December 2021

Dear Ms. Hritika Jojode,

1. With reference to your interview on **20th December 2021**, we are pleased to offer you the position of **Research Analyst** on the mutually agreed terms and conditions.
2. You have agreed to join latest by **03rd January 2022** after which date the offer would automatically expire unless extended in writing by the Company.
3. Your primary place of posting will be at our **Goregaon Head Office**.
4. You will be given detailed appointment letter with specific terms & conditions of employment at the time of joining and conditions of appointment & job description will be explained by our HR representative.
5. You will be on probation for a period of 6 months effective from the date of your joining.
6. The appointment is based on the inputs provided by you at the time of offer, e.g. CV, Last drawn Salary, Qualifications, Experience Details, etc. In case, of any irregularities found in any of the information provided by you the above Appointment would become null and void and would be revoked by the Company.
7. Please bring along the below listed documents / details on your day of joining.
 - Date of Birth proof certificate (Copy of passport / birth certificate / S.S.C - Two Copies)
 - Original Academic Certificates (all from 10th to Highest)
 - Original Resignation Acceptance Letter and Relieving Letter (For all Companies)
 - Relieving letter from previous employer (Original)
 - Proof of compensation last drawn (3 Months - Original)
 - Six passport size photographs (Recent)
 - Bank Statement (six months)
 - Cancelled Cheque

FOURCOMMA LLP

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records

We look forward to your joining our team for a long, successful and pleasant association.

Best Wishes,

For FOURCOMMA LLP

Authorized Signatory



ACKNOWLEDGEMENT & ACCEPTANCE: -

I have read and understood the above terms and conditions and hereby accept the same. In case of any irregularities found in any of the information provided by you, we retain the right to revoke the offer and the offer of employment letter would become null and void.

SIGNATURE: _____

NAME : _____

DATE : _____

FOURCOMMA LLP

Please sign the duplicate copy of the letter as a token of your acceptance and return it to us for office records

We look forward to your joining our team for a long, successful and pleasant association.

Best Wishes,

For FOURCOMMA LLP

Authorized Signatory



ACKNOWLEDGEMENT & ACCEPTANCE: -

I have read and understood the above terms and conditions and hereby accept the same. In case of any irregularities found in any of the information provided by you, we retain the right to revoke the offer and the offer of employment letter would become null and void.

SIGNATURE: _____

NAME : _____

DATE : _____

Date: 29/12/2021

TO WHOMSOEVER IT MAY CONCERN

APPOINTMENT LETTER

Dear Mr. Hrutik Hareshwar Mhatre

This is to bring to your kind attention that you have been selected as a HR Assistant in our firm.

Your monthly salary will be Rs. 19500/-

You are supposed to join the office from 03/01/2022

Thanking you

S M ELEMECH & ENGG PVT LTD


Authorized Signatory



CIN No.: U28930MH1999PTC122754
410, Hermes Atrium,
4th Floor, Plot No.57,
Sector-11, C.B.D. Belapur,
Navi Mumbai-400 614, India.

Tel. : +91 9987671763
: +91 9323323338
E-mail : smelemech29@rediffmail.com
: smelemech29@yahoo.in
Website : www.smelemech.in



Tatvartha Health Private Limited

Reg. Office : C-67 P1, Fortune Hotel Galaxy, Koparli Road, GIDC, Pardi,
Dist. Valsad Vapi, Valsad GJ 396195.
CIN:- U85300GJ2019PTC107353

Date: 31st January 2022

Ms. Jafrin Khan

Dear Jafrin,

In reference to your application and subsequent interviews. We are pleased to welcome you as a **Customer Support Executive** for **Tatvartha Health Pvt Ltd**. You are required to join on or before **31st January 2022**. Your work location will be Mumbai.

We offer you a gross salary of **Rs.21,100/-PM.**, in addition to this you will also be eligible for sales incentive.

In order to achieve this goal you will be on "Job Familiarization" for a period of **6 months** during which you will be expected to integrate harmoniously with the other team members. You will be confirmed if found suitable, on completion of the probation period.

Honesty – We promise to be true to you, is what our company believes and we are sure you will fit in nicely, enjoy your role and help us take our business to a whole new level. Our people take responsibilities and are better performers thereby helping us to achieve overall success for the company and the group.

You will receive a detailed appointment letter at the time of your joining.

Kindly acknowledge the receipt of this letter by sending us your acceptance of this offer.

We are really excited to welcome you to our team and hope your association with us shall be mutually beneficial, pleasant and fulfilling.

**For,
Tatvaratha Health Private Limited**

Authorized Signatory

Acceptance



SAROJ ENTERTAINMENT PVT.LTD

62, SVP Nagar, Four Bangalows, Andheri West, Mumbai, Maharashtra – 400053

Ref: No.: SEG/ESTB/SEP/2022-23/2003

Date: 24th Jan 2022

OFFER LETTER

To,

Ms. Jyoti Jha

Room No.22, Near Scholar Classes, Gaondevi Road
Kandivali(East), Mumbai - 400101

With reference to your application and subsequent interview with Management we are directed to inform you that your candidature has been approved by the management as the position of **Accountant at Saroj Entertainment Pvt Ltd, Mumbai** at the remuneration of **15,000/- per month** salary.

We would expect you to join at the earliest **24th January 2022** beyond which the offer would stand withdraw, unless or until a new date is mutually agreed upon by the management in writing.

The Terms and Conditions:

1. This agreement will be for the next one year from the date of joining.
2. You will be abided with standing rules and regulations of the organization.
3. Your service may be reassigned or deputed at the discretion of the organization.
4. If any time organizations consider it necessary to make any alteration on your duties and place of employment, such alteration should not affect the term mentioned here.
5. In case of your service is found unsatisfactory, organization may terminate your service without giving any reason.
6. As agreed upon, you shall not leave or resign from the service without completing one year.
7. If any declaration or information furnished by you, proved to be false, organization may terminate your service without giving any notice.
8. After completing one year if wants to resign then have to serve prior two months notice period.
9. And, in case of without serving notice period the organisation is not liable to pay your salary

Best Regards,

Bharti Verma

HR Department

Saroj Entertainment Pvt.Ltd

62, SVP Nagar, Four Bangalows, Andheri West, Mumbai, Maharashtra - 400053

Designation:	Customer Service Associate- Voice	
Grade:	Grade I	
Date Of Joining:	March 11, 2022	
City:	Mumbai	
Pay Components	Amount in Indian (INR)	
Basic Pay	12,964.00	
Housing Rent Allowance (HRA)	₹ 7,779.00	
Transport Allowance	0.00	
Flexible Benefit Plan	0.00	
Statutory Bonus#	1,080.00	
Gross Fixed Salary (1)	21,823.00	
Provident Fund (Employee) (2)	1,556.00	
ESIC (Employee) (3)	0.00	
Net Take Home [1-(2+3)]	20,267.00	
Provident Fund (Employer) (4)	1,556.00	
ESIC (Employer) (5)	0.00	
Gratuity* (6)	624.00	
Total Fixed Cost (1+4+5+6)	24,003.00	
Annual Fixed CTC	288,036.00	
Annual Performance Pay**	0 % of Annual Fixed CTC	
Annual Performance Linked Incentive (PLI)	0.00	
<p>For Teleperformance Global Service Private Limited,</p>  <p>Preeti Amit Shirke Senior Vice President - Talent Acquisition</p>		
<p>*Gratuity shall be payable as per "The Payment of Gratuity Act". **Performance Pay will be payable subject to assessed performance achievement level, the pay-out criteria and the frequency, as per the "Performance Pay policy/ note". #Statutory Bonus is paid monthly as per "The Payment of Bonus Act".</p>		

- All Reimbursements will be paid as per prevailing Income Tax rules and company policies in effect
- The above compensation will be subject to Income Tax regulations in force from time to time.
- The above compensation is subject to deduction towards Medi-claim Insurance, transport, if/as applicable and any other statutory deduction/contribution including Professional Tax, labour
- Any Incentive payable, as part of the compensation structure or otherwise, shall have a "Minimum Attendance Threshold/Performance" as qualifying criteria for such payout.

Employee Signature	Accepted On 11 Mar 2022 kashishk1120@gmail.com
--------------------	---

TO WHOM SO EVER IT MAY CONCERN

This is to confirm that we have taken Ms. Khushi Shetty has been appointed as internship basis from 01st Sep 2021 for the period of 6 months. Thereafter based on performance she may be confirmed on full time employment at terms and conditions to be decided on the sole discretion of Inscite Advisory Services LLP

Her reporting will be to Savita Patil and she would be working from home and her monthly stipend will be Rs. 3,000 per month.

Thanks in advance
For Inscite Advisory Services LLP


Authorized Signatory



Dear Kirti,

We are delighted & excited to welcome you to Nepa India Pvt Ltd. as a **Quality Control - Intern**. At Nepa, 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* internship experience with Nepa.

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

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.

Congratulations!

A handwritten signature in blue ink, which appears to read 'Krupa Yati', is written over a circular blue ink stamp. The stamp contains the text 'NEPA INDIA PRIVATE LIMITED' around the top inner edge and 'MUMBAI' at the bottom inner edge, with a small star symbol at the very bottom.

Krupa Yati
Manager- Human Resources

22-02-2022

Kishan Sharma

Mumbai

Subject: **LETTER OF OFFER**

Dear Kishan Sharma,

We thank you for your interest in discussing an opportunity to be part of **Just Dial Ltd.**

Based on the discussions with you, we are pleased to offer you to the position of **BDM**. You will be on probation for a period of six months from your date of joining which will be on or before **23-02-2022**.

The annual compensation calculated on Cost to Company will be **INR 204000/-**. In addition to this, you will be eligible for a performance linked Variable Pay / Performance Bonus up to a maximum of Rs.12000 per annum, payable on Monthly basis.

Your place of posting will be **Mumbai**.

It may be noted that the Company reserves the right to withdraw / postpone / cancel the Offer / joining at its sole discretion for any reason, which is beyond its reasonable control.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

For the Offer to be valid you are requested to confirm your acceptance of the Offer by clicking on the Offer link which has been emailed to you & also sent on your registered mobile number. After the electronic acceptance of the Offer letter, Company may ask you to submit the duly signed hard copy of the letter to Just Dial's office.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited



Dimple Singh

Manager - Human Resources

Annexure:-

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Kishan Sharma	
Department	CONTENT	
Designation	BDM	
Effective Date	23-02-2022	
CTC (in INR)	204000/- per annum	
Pay structure	Monthly	Annual
Fixed Components		
Basic	12286	147432
House Rent Allowance (HRA)	1760	21120
Datahandling Allowance	0	0
Conveyance Allowance	0	0
Salary (C1)	14046	168552
Statutory Components		
Employer PF Contribution	1474	17688
Employer ESIC Contribution	457	5484
Benefit's(C2)	1931	23172
Reimbursements		
Sodexo	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(C3)	0	0
Statutory Bonus	1023	12276
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	17000	204000
Deductions		
Employee PF Contribution	1474	17688
Employee ESIC Contribution	106	1272
Total Deductions (b)	1580	18960
*Net Take Home {a - b - C2}	13489	161868
**Performance linked Variable Pay / Perfor	1000	12000
Total CTC (CTC + Performance Bonus)	18000	216000

* **Net Take Home** is subject to Applicable taxes, deductions, performance policy and company policy intimated to you from time to time.

** Performance linked Variable Pay / Performance Bonus are not guaranteed part of your compensation and the amount payable would vary based on Individual and Company performance.

*** Overall CTC is calculated on CTC + ** Performance linked Variable Pay / Performance Bonus at 100% payout.

At the time of Performance linked Variable Pay / Performance Bonus disbursements, the employee should be Active in the system.

In case your employment with company is not active or under notice period or termination process is initiated during the Performance linked Variable Pay / Performance Bonus payout period then employees shall not be considered for the payout, if any.

Company reserves the right to change/update/withdraw the Performance linked Variable Pay / Performance Bonus related schemes/provisions at any point of time & the final decision rests with the Management.

Yours sincerely,
For Just Dial Limited

A handwritten signature in black ink, appearing to read 'Dimple', written over a horizontal line.

Dimple Singh

Manager - Human Resources

EMPLOYMENT CONTRACT

BETWEEN

**Krupesh J Gupta (Passport number: U5788659),
B-108, BLOG No.8, Vankelashwar Nagar, Bhayander East, Thane, 401105
Maharashtra, India**

AND

PRECOM GLOBAL SA, 18 rue du Marché, 1204 Geneva, Switzerland
(hereinafter called "the company")

This contract sets out particulars of the terms and conditions of your employment with "the Company".

1. COMMENCEMENT AND PERIOD OF EMPLOYMENT

1.1 The period of employment starts on 10th of January 2022 or the actual joining date

2. POSITION AND LOCATION

2.1 1 You are employed by the company as Assistant-Accounts & Admin. Your current posting is at Ghana.

2.2 The company reserves the right to appoint you to other positions (whether within the company or an associated company) and to base you at other locations whether temporarily or permanently as the needs of the business require.

2.3 The company has the right to assign you additional responsibilities ask you to assist it in various business verticals in case of ad-hoc requirements or if the business environment demands so. You may be called upon by the company to travel to different locations to discharge such duties.

3. DUTIES

During your employment you shall:

3.1 During your working hours devote the whole of your time and attention and ability to your duties.

3.2 Well and faithfully serve the Company to the best of your ability and use your best endeavors to promote the interests of the Company.

4. SALARY AND ADDITIONAL BENEFITS

Your salary on commencement will be INR 35,000 per month, three month in arrears. Taxes, if any, will be deducted at source and net pay transferred by bank transfer to

your nominated bank account. Your salary will increase to INR 40,000 per month after the successful completion of your probation period (6 months from the date of joining)

4.1.1 You are also eligible for GHS 1000 (One thousand Ghana cedis or USD equivalent) per month as living allowance during your stay in Africa.

4.1.2 The company is responsible to pay for your lodging, one return air ticket per year, visa & work permit as per the existing company policy.

4.1.3 We expect you to treat your salary and compensation in strict confidentiality as a personal information between you and the company. Under no circumstance should be discussed with your colleagues or people outside the company apart from your close family members.

5. HOLIDAYS

5.1 You are entitled to 30 (thirty) days annual paid leave per calendar year. This can be planned in advance and the timing is expected to be flexible depending on the business needs of the company. The company will pay for the return ticket fare for this leave as part of your compensation. You are eligible for the annual leave after the successful completion of one year from the date of joining.

5.2 In addition to the above, the usual holidays as per Government Gazette of your work location, weekly off and other sick or casual leaves if required, by mutual discussion is allowed.

6. EXPENSES

With the prior approval of the Company (wherever practical) and within such limits as the Company may from time to time lay down, all expenses wholly, exclusively and necessarily incurred by you in carrying your duties will, on production of appropriate receipts and/or vouchers be reimbursed to you.

7. CONFIDENTIALITY

Without prejudice to any other obligations which you have to keep information secret, you shall not, during your employment, or after its termination (except for the purpose of performing your duties) use for your own account or divulge or communicate any of the secrets, confidential knowledge or information or any financial, trading or commercial information related to the Company or any Associated Company or its business or the business of its clients in any manner whatsoever.

8. RESTRICTIONS

8.1 You agree that, without prior consent from the Company, will not either on your behalf or on behalf of any other firm, person or company directly or indirectly:

8.1.1 solicit or interfere with or endeavor to entice away from the Company any person, firm or company who is or was a customer, staff, vendor or client of the company.

and with whom you dealt within the 24 months prior to the date of termination of your employment for a period of 36 months after leaving the company.

8.1.2 deal with any person, firm or company who is or was during the 24 months preceding the date of termination a customer or client of the Company with whom you dealt.

8.1.3 solicit or interfere with or endeavor to entice away from the Company any person who was employed by the Company at the date of termination of your employment, in any capacity in which that person had access to confidential information concerning the Company and its clients.

8.2 Each of the sub-paragraphs above constitutes an entirely separate severable and independent restriction on you.

8.3 You acknowledge that the duration, extent and application of each of the restrictions contained in this paragraph are no greater than is necessary for the protection of the goodwill and trade connections of the business.

8.4 The benefit of the obligations contained in this clause can be assigned by the Company to any of its Associated Companies.

8.5 The company expects all its employees to be transparent in their dealings and consider it part of their duty to report to the management any unlawful acts either committed by their colleagues, associates, agents, suppliers or the customers of the company, as it comes their notice, which is detrimental to the business and the overall reputation of the company.

9. NOTICE

9.1 The first six months of your service will be under probation post which you will be automatically confirmed as a permanent employee.

9.2 After the 6 (six) month trial period referred to in Clause 9.1 above, the minimum period of notice to be given by either you or the Company to terminate your employment shall be 1 (one) month during the first year, and 3 (three) months thereafter.

9.3 The Company shall have the right to pay salary in lieu of notice.

9.4 During any period of notice given by you, the Company may, at its absolute discretion, require you either to remain away from work on paid leave or provide you with alternative work of a broadly similar nature to the work you normally perform.

10. DISCIPLINARY AND GRIEVANCE PROCEDURE

10.1 You will comply with such rules or procedures regarding disciplinary matters as may be published by the Company from time to time.

10.2 If you have any grievance relating to your employment you should in the first instance refer the matter to your reporting manager and/or Managing Director.

11. PROPERTY

On termination of your employment you shall deliver up to the Company all correspondence, documents, lists, disks and other papers (or other means of storing or recording information) and all other property belonging to the Company or any of its clients or potential clients or any Associated Company and you shall not without the written consent of the Board take any copies thereof.

12. UNDERTAKING

You undertake that you are at liberty to take up employment with the Company and perform all the obligations or duties which you may have to the company. You shall devote full time and attention to the business interests of the company.

For and on behalf of the Company:



Date signed 4.01.2022

Krupesh Gupta

Date signed 21.11.2021



Date: 17-Sep-2021

Ms Monika Pareek,
A-302, Gulmohar
Heights, Jambli Naka,
Thane

Subject: Employment Letter

Dear Monika,

We are pleased to inform that you have been selected for employment with **Syntel Private Ltd** as **Officer KPO (GCM 1)**. Your total emoluments are **Rs. 194000/-** per annum and are described in "Annexure A". Your salary/emoluments shall be kept strictly confidential and you shall not disclose the same to any third party.

The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 45 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the Company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

Your retention in Company's employment will be subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination as and when considered necessary.

The Company shall conduct reference checks, background checks and/or drug test before your date of joining with the Company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the Company. This offer is subject to your satisfactory completion of all the above verification made by the Company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The Company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

The terms and conditions of the employment are listed in "Annexure B".

You are requested to report to duty in our office on **21-September-2021**, at **9.30 am** at the following address: **2nd Floor, Building No 4, Raheja Mindspace Nr Airoli Railway Station, Airoli, Navi Mumbai 400708**, failing which this employment offer shall be considered null and void.

Please return the acceptance copy (Annexure C) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take this opportunity to welcome you to Company and look forward to a very fruitful association with you.

Yours sincerely,
For Syntel Private Ltd,



Adarsh Krishna
Head - Global Recruitment Cell

Encl: Annexure A – Remuneration Details; Annexure B – Terms and Conditions of Employment Annexure C - Acceptance Copy.

I accept the employment offer on the stipulated terms and conditions (including Annexure A and B) and shall join the Company on

_____ Date & Signature _____.

Annexure A – Remuneration Details**Name: Ms Monika Pareek****Designation: Officer KPO****GCM Level: GCM 1**

Compensation Components	Annual (Rs.)
<u>Salary & Allowances</u>	
Basic Salary	120500
House Rent Allowance	24100
Advance Statutory Bonus	30700
Basket of Allowance	496
Total Salary & Allowances (A)	175796
Company's Contribution to Provident Fund (PF) (B)	18204
Total Cost to Company (CTC) C = (A+B)	194000

Notes:

- (1) The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
- (2) All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on statutory regulations.
- (3) As per the Company policy, you will be covered under a company provided Medical Insurance.
- (4) You can opt for Provident Fund @12% of basic as your contribution and company contribution towards Provident fund. This is a Scheduled activity you will be communicated in advance to avail this benefit.
- (5) Advance Statutory Bonus amount is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in the future. The frequency of payment of "Bonus" Component is subject to further modification as per Management Discretion.


Adarsh Krishna**Head - Global Recruitment Cell**

Annexure B – Terms and Conditions

1. Work Related:

1.1 The Employee shall devote his/her full time to the work of Syntel Private Limited, (hereinafter referred to as "Company"), and shall not undertake any other direct / indirect business/work/assignment etc. even on part-time basis whether honorary or remunerative, except with the prior written permission of the Company.

1.2 The appointment is being made in good faith on the basis of the Employee's resume and other information as provided by the Employee during the course of interview and mutual discussions. Company reserves the right to make suitable formal/ informal checks with educational institutions and previous employers of the Employee as may be applicable. The Employee is requested to produce all the documents as mentioned in the checklist attached on their date of joining. Any discrepancy in the information/ data provided by the Employee shall result in the termination of employment forthwith and the Employee shall indemnify the Company in full, for any losses suffered by the Company.

1.3 The Employee's designation is merely indicative of the responsibilities, which he/ she is required to carry out. Company shall be entitled to require the Employee, at any time, to perform any other administrative, managerial, supervisory, and/ or other functions and the Employee will be bound to carry out such functions by using his/her best efforts and, act in good faith and in the best interests of the Company.

1.4 The Employee shall not accept any presents, commissions or any kind of gratification in cash or kind from any person, party, firm or company having dealings with the Company or Company's group of companies and if the Employee is offered the Employee shall report the same immediately to the Company.

1.5 The Employee shall maintain and keep in his/her safe custody such books, registers, documents and other papers as may be issued to him/ her or may come in the Employee's possession and shall return the same when required by the Company.

1.6 The Employee will comply with all rules, regulations and procedures including service rules, practices, policies, etc. established by the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company. The Employee shall be bound by the same.

2. Location

2.1. The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately.

2.2 For Company Initiated Relocation Request

In the event that you are required by Atos|Syntel to relocate, Atos|Syntel may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below:

- a) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not

limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

3. Entitlement to Work

3.1 Procurement and timely renewal of relevant work permit in India shall solely be your responsibility and the Company shall render reasonable assistance and support on documents that you may require for this purpose. Your employment is subject to and conditional on you being legally entitled to live and work (for the Company) in India. You undertake to notify the Company immediately if You cease to be so entitled, in which event Your employment shall be deemed terminated and no compensation (with the exception of statutory dues payable, if any) shall be payable to You by the Company. The Company shall not be responsible for any liability whatsoever arising thereof.

4. Probationary Period

4.1. Probation clause will not be applicable to you, as your employment with the Company will be confirmed with effect from your date of joining.

5. Integrity and Professionalism

5.1 The company shall conduct reference checks, background checks and/or drug test before your date of joining with the company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the company. This offer is subject to your satisfactory completion of all the above verification made by the company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo background verification/ medical examination if and when considered necessary.

6. Former Employer

6.1 In the event of You becoming party to any proceeding/(s) brought by any former employer at any time during or after Your employment with the Company, You recognize and agree that You shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in Your response to such action or proceeding whether at Your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of Atos|Syntel group of companies or its directors, officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.

6.2 You have represented to the Company that You are not subject to party to any restrictive covenant, non-compete, non-solicitation, intellectual property, or confidentiality agreement or any other agreement that would limit or restrict Your scope and ability to work in any way for the Company or any member of the Company's group of Companies.

6.3 You have represented that you are not bound by any previous agreement in any way whatsoever from your previous employment that would limit or restrict your scope of ability to work in any way for the Company or Company's group of Companies. In the event of you

having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.

6.4 In case of any breach or misrepresentation on Your part in the above, the Company reserves its right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by You in respect of any litigation/proceedings that the Company or any member of Company's group of Companies may have to face on account of your breach or misrepresentation as above.

7. Hours of work

7.1 Details with regards to Hours of work is covered in our Company's Policy which is available in our internal portal for the employees to refer. Further you will be required to work the hours necessary to fulfill the responsibilities of your role.

8. Remuneration

8.1 The entitlements of your Total Compensation are subject to any Company policy, procedure or guideline that may be issued from time to time. All perquisites and benefits including reimbursements if any applicable to you are subject to applicable tax provisions which may be applicable including taxation on perquisite value.

8.2 Your remuneration package has been shared with you as part of the offer letter issued to you.

9. Retirement

9.1 The Employee will retire from the Company services on reaching the age of 60 (sixty) years or earlier if found medically unfit. The age or date of birth already given by the Employee in his/her application form would be treated as binding and final. The actual date of retirement shall be the last date of the calendar month in which the Employee was born.

10. Mediclaim, Personal Accident Insurance

10.1 You will be covered by the Company's Mediclaim and Personal Accident Insurance Policy as per its rules/ regulations.

11. Annual Leave and Public Holidays

11.1 Our leave year runs from 1 January to 31 December. Your annual leave entitlement will be 33 days. Additional paid holidays are declared each year for public holidays and the Company will update the list of paid holidays for the calendar year in the internal portal of the Company.

11.2 You will be eligible for leave as per the Policy announced by the Company from time to time. All leave applications, approvals, rejections, etc., must be in line with the HR Policy laid down and as applicable from time to time. The Company reserves the right to cancel any approved leave for reasons of business requirements and you are expected to provide full co-operation and adhere to such requests of the Company. The Company is also entitled to, suo moto, ask you to go on leave for such number of days and on such terms and conditions as intimated to you by the HR Department without assigning any reason to you.

11.3 Any un-authorized leave or excess leave by you will entitle the Company to terminate your employment.

11.4 Full details of the policy regarding annual leave and holidays are available on the Company's internal portal.

12. Specialized Training and Knowledge Acquisition

12.1 If the Employee has to undergo any specialized training in the Company or arranged by the Company, the Employee will have to execute a training agreement and an indemnity bond to serve the Company for a minimum period as mentioned in the said training

agreement and an indemnity bond. Any violation of the terms will entitle the Company to recover liquidated damages as mentioned in the said training agreement and an indemnity bond. During employment, Employee agrees to undergo any specialized training as required by the Company.

12.2 On deputation to a client site for knowledge acquisition and subsequent knowledge transfer on a client's application, either for development, enhancement, maintenance, support or otherwise, the Employee will be understood to have gathered intellectual property on behalf of the Company. As a consequence, the Employee commits to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond from the date of return to India from the onsite engagement. Any breach of this clause will entitle the Company to recover liquidated damages as mentioned in the training agreement and an indemnity bond.

13. Confidentiality

13.1 So long as the Employee is in the employment of the Company, providing certain products and/or services to the Company and/or on behalf of the Company, he/ she will, at all times, observe secrecy and confidentiality in respect of technical, trade or business data or any other information that might come to his/her knowledge or possession (herein collectively referred to as the "Confidential Information"), which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore. The Employee shall use the Confidential Information solely for the purpose of and on behalf of the Company. The Employee will not disclose Confidential Information without authority of the Company to anyone other than the Company's authorized person and even after the Employee has ceased to be in the service of the Company, the Employee shall not disclose Confidential Information to anyone. The Employee hereby acknowledges that the Company and its clients are subject to certain privacy regulations and/or contractual obligations, pursuant to which the Company shall be required to obtain certain undertakings from the Employee with regard to privacy, use and protection of non-public information of the Company and/or its clients (of client's customers) or any prospective clients. Employee agrees that (a) he/she shall not disclose or use any client/customer data except to the extent necessary to carry out its obligations under this Agreement and in accordance with applicable privacy laws; (b) he/she shall not disclose client data to any third party without the prior consent of the Company and/or client (c) he/she shall maintain, effective information security measures, in accordance with the policies of the Company and /or client and as otherwise necessary to protect client data from unauthorized disclosure or use; and (d) he/she shall notify the Company in writing immediately upon becoming aware of any such unauthorized disclosure or use of the Company and/or client data in detail. The obligations set forth in this clause shall survive termination of the Agreement indefinitely.

13.2 The term "Confidential Information" does not include information which (i) is already in Employee's possession, or (ii) becomes generally available to the public other than as a result of a disclosure by the Employee or (iii) becomes available to the Employee on a non-confidential basis from a source other than the Company and/or Company's clients. Employee further agrees that disclosure of the same shall be with prior permission of the Company.

13.3 The Employee agrees to promptly re-deliver to the Company, upon request/ in the event of his/ her ceasing the employment with the Company, i) all drawing, blue print or other reproductions or other data, tables, calculations, letter or other documents or other writing or copy of writing of any nature whatever pertaining to the business of the Company, ii) Confidential Information including all Intellectual property rights, whether registered or unregistered on any tangible media. The Employee will not retain any copies, extracts or other reproductions in whole or in part of such material. The Employee further agrees that breach of this confidentiality clause could cause irreparable damage to the Company and that the Company shall be entitled to any and all injunctive relief, as well as monetary damages, including reasonable attorney fees, for such breach.

13.4 From time to time, Company's customers/clients and other business requirements may require all employees to sign special Non-Disclosure Agreements ("NDA's"). These NDA's may be process/ client specific or could represent a regulatory requirement. The Employee agrees to sign and comply with the terms and conditions of the said NDA's, as and when required.

14. Data Protection

14.1 The Company may be required to process, transfer and store your personal and sensitive data in any of the other locations of the Company or any member of the Company's group of companies that may not be your home location (including amongst others, transfers of your health information to another office of the Company) for inclusion in our central HR system.

14.2 By signing this contract, you acknowledge and agree that we are permitted to collect and hold personal data about you as part of our personnel and other business records and that the Company may use such information for the purpose of conducting background checks, administering your employment and other purposes directly related to your employment.

14.3 You agree that we may disclose such data to third parties in the event that such disclosure is in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

14.4 For further information, please refer to the Information Security Policy, which is available on the Company's internal portal.

15. Period of Notice

15.1 You or the Company may terminate your employment by giving the other party written notice as follows: -

- a) Notice period will be 45 days . During the term of Your employment, if You undergo any change in GCM Level, notice period prevailing to that GCM Level will applicable to You as per HR Policy.
- b) If you have signed any other agreement with the Company or any member of Atos Syntel group of companies that provides for a larger notice period than enumerated in Section 15.1 (a), then that larger notice period shall apply. (The above is collectively referred to as "Notice Period"). The expression like being in the employment of the Company, during your employment term etc., includes Notice Period also.

15.2 The Company reserves the right to make a payment of basic pay in lieu of such Notice Period.

15.3 The Company may terminate your employment summarily with immediate notice in the event of gross misconduct/misdemeanor or a serious breach of your employment obligations.

15.4 We may, at any time during your Notice Period (whether notice is given by you or by the Company), and in Our absolute discretion alter your duties.

16. Return of Property

16.1 When Your employment ends (or earlier on demand by the Company) you are required to return all Confidential Information, and all the Company property and equipment in an acceptable condition.

16.2 Subject to any written regulations issued by the Company which may be applicable, neither You nor any member of Your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by You on behalf of the Company and/or any member of Company's group of companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit You will forthwith account to the Company or the relevant member of Company's group of companies for the amount received or the value of the benefit so obtained

17. Receipt of Payments and Benefits from Third Parties

17.1 Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Companies for the amount received or the value of the benefit so obtained. Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of the Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Group of Companies for the amount received or the value of the benefit so obtained.

18. Conflict of Interest

18.1 You undertake and agree to mention that you would conduct yourself with the highest standards of integrity, honesty and fairness to avoid any conflict between your personal interests and the interests of the Company. You further state that you do and would not have any direct or indirect interest in a competitor, customer/client or vendor/supplier of the Company or to any member of Company's group of companies to the extent or nature that it affects, or appears to affect, your responsibilities to the Company. The interest shall also apply in the manner of seeking or accepting any form of benefit, gift, privilege, financial interest, employment with or become directly or indirectly involved as an independent contractor, consultant or otherwise with any competitor/client/vendor of the Company or any member of Company's group of companies. You shall not personally take advantage of a business opportunity rightfully belonging to the Company or any member of Company's group of companies or derive personal profit, gain or advantage (other than rightful compensation from the Company) as a result of any transaction undertaken on behalf of the Company or any member of Company's group of companies.

19. Policies and Procedures

19.1 The Company has adopted a number of employment and business policies and procedures. You must comply with the Company's policies and procedures (as amended, removed or replaced from time to time), including the Code of Conduct and or the employee handbook. You will have access to all of the Company policies and procedures including the Code of Conduct, on the Company's internal portal site. You must familiarize yourself with them and you agree to be bound by them as applicable from time to time. No separate agreement is required for you to be bound by such policies and procedures from time to time.

19.2 We reserve the right to change existing policies and procedures or introduce new ones from time to time. Information about new policies and procedures or changes to existing ones including the Code of Conduct will be communicated through the Company's internal portal and/or employee communications.

19.3 Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the Company's policies and procedures up to and including dismissal.

19.4 You also declare that You have not been convicted nor pleaded guilty for violating any central, state or local law, regulation or ordinance nor has any criminal charges presently pending before any court of law.

19.5 You understand and agree that you will not involve/make the Company and/or any member of Company's group of companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of Company's group of companies indemnified at all times should the Company and/or any member of Company's group of companies suffers or incurs any damages and expenses whatsoever in this regard.

19.6 Should you be alleged/convicted in any crime or offence in any country of whatsoever nature, you will immediately inform Our HR and adhere to all the disciplinary procedures as the circumstances may demand.

20. Information, Assets and Systems:

20.1 When you join the Company You may have access to phones, e-mail, the Company's internal portal, internet and other equipment and systems. These form part of Our IT and communication systems and you will be required to use them in accordance with the policies relating to them. We may implement our disciplinary procedure if you fail to comply with them and in certain circumstances, this could amount to gross misconduct leading to dismissal. You should refer and adhere to the Code of Conduct and the Company Policy Standards for further information on these policies.

21. Deductions from Remuneration

21.1 The Company may deduct from your remuneration any overpayment made to you, any benefits including leave taken by you beyond entitlement or amounts owed by you to the Company, to the extent permitted by law.

22. Discipline:

22.1 Details of our disciplinary procedures are available on the Company's internal portal. These procedures do not form part of your Employment Agreement.

22.2 We reserve the right to place you on leave of absence ("Suspension") at any time during your employment, on terms and for periods as we determine appropriate pursuant to applicable laws. This includes (but is not limited to) where we are carrying out investigation and/or disciplinary procedures against you for breach of Terms of Employment or other allied matters.

23. Taxes:

23.1 You shall be solely responsible for declaring and paying all taxes to the relevant tax authorities due on payments made and benefits provided to you by the Company and/or any member of Company's group of companies. The Company shall deduct any statutory dues/taxes from amounts paid to you, as per applicable laws.

24. Changes to Your Terms of Employment

24.1 On matters not specifically covered in the Terms of Employment, You shall be governed by the Company's Policies/ Terms and Conditions/ employee handbook service rules, practices, etc. which are liable for modifications, additions, total or partial withdrawal, suspension/ revocation, etc. from time to time. The Company's decision on all such matters shall be final and binding on you.

24.2 In relation to the benefits (not being a statutory benefit) referred to in this Employment Agreement, we reserve the right to withdraw and/ or alter their terms without notice at any time. We will exercise reasonable discretion if we change the benefits or exclude you from them.

25. Warranty

25.1 You represent and warrant that You are not subject to any agreement, arrangement, contract, understanding, court order or

otherwise, which in any way directly or indirectly restricts or prohibits You from fully performing the duties of Your employment, or any of them, in accordance with the terms and conditions of this Employment Agreement.

26. Entire Agreement

26.1 These terms and conditions supersede any previous agreement, whether oral or in writing, between you and the Company or any other member of Company's group of companies in relation to the matters dealt herein and represent the entire agreement between you and the Company. This Employment Agreement or any part thereof may be modified in writing and all such modifications shall be effective when signed by both the parties hereto.

27. Waiver

27.1 It is hereby agreed that failure of the Company to enforce at any time or for any period of time the terms and conditions contained herein shall not be construed to be waiver of any of the terms and conditions or of the right thereafter to enforce each and every term and condition of this Employment Agreement.

28. Software Related:

28.1 The Employee is strictly prohibited from bringing in the office premises, any unauthorized or infringed copies of software or downloading any infringed or non-patented software in the computer systems (from external sources or otherwise) or copying software from one computer system to another which may include any violation of the provisions of the Copyrights Act or any other intellectual property rights (IPR) laws. Employee shall not introduce or bring into the Company or its clients' systems, any virus, Trojan horses, computer code designed to disrupt, disable, harm, or otherwise impede the operation of software or firmware or any computer or network or that would disable the software or firmware or any computer or network or impair in any way their operation. Violation of this clause will be regarded as a serious offence and the Employee will be subjected to appropriate disciplinary action as per the policies of the Company. For the purpose of maintaining confidentiality of data, information, assignment of IP rights, non-solicitation, non-compete, non-diversion the term State Street Syntel Services Pvt. Ltd is deemed to include the Company and all its affiliated group companies.

29. Intellectual Property Rights:

29.1 The Employee agrees to inform the Company of full details of all the inventions, discoveries, concepts, ideas, etc. (collectively called "Developments"), whether patentable or not, including but not limited to, hardware and apparatus, products, processes and methods, formulae, computer programs and techniques, as well as any improvements and related knowledge, which the Employee conceives, improves, completes, or puts in to practice (whether alone or jointly with others) while being in the employment of the Company, and which relate to the present or prospective business, work or investigations of the Company; or which result from any work the Employee does, using any equipment, facilities, materials or personnel of the Company; or which has or have been developed by the Employee or under the Employee's supervision, or which result's from or are suggested by any work, which the Employee does or may do for the Company.

29.2 The ownership of all "developmental" work and documentation created by the Employee shall from the moment of its creation, vest in the Company. Thus, the Employee agrees to assign and hereby assigns to the Company/ Companies nominee, Employee's entire right, title and interest in —

- All Developments;
- All trademarks, copyrights and mask work rights in the developments; and
- All patent applications filed, patents granted on any development, including those in foreign countries, which the Employee conceives or makes (whether alone or with others) while being in the employment of the Company or within two (2) years of the end of their employment (if conceived as a result of the Employment with the Company).

29.3 The Employee acknowledges existence of the Company's present and future products, know-how, processes, software products, programs, codes, documentation and flowcharts in any form and agree to abide by the procedures of the Copyright Law or any other applicable IPR laws in force, in India and foreign countries, which prohibits the reproduction of such protected works, in whole or in part, or in any form or by any other means, without the prior written permission of the Company.

29.4 The Employee agrees to assign to the Company his/her entire right, title and interest in any invention or improvement that the Employee might make solely or jointly with others, during the course of his/her employment with the Company relating to any and all products, services, software, software tools marketed or manufactured or developed and that the Employee will perform any acts and execute such documents, without expenses to the Employee which, in the judgments of the Company or its attorneys may be needful or desirable to secure to the Company, patent protection and any or all rights relating to such invention or improvement.

30. Non-solicitation / Non-compete:

30.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party, solicit business from or perform services for any the Company's client or any prospective client, with whom he/she had any contact with or exposure to pursuant to this Employment Agreement.

30.2 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, seek engagement or employment, either full-time or contractually with any organization that is likely to deploy the Employee on project or assignment in Offshore or Onsite client engagement where the Company is already working for the same client and where the Employee had been engaged in a project with the client organization for a period exceeding one month.

31. Non-diversion of Employees:

31.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party solicit and/or offer an employment to a persons, who are then, or were during the previous six (6) months, employees of the Company or any the Company subsidiary / associate / affiliate.

32. Remedies:

32.1 The Employee agrees that his/her failure or neglect to perform, keep, or observe any term, provision, condition, covenant, warranty, or representation contained in this Employment Agreement, the confidentiality agreement or any other agreement between the Employee and the Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

33.2 Remedies for damages procuring prior to the Company's knowledge of breach or until action in breach ends and related in any way to the effects of the breach shall include but not be limited to monetary damage, liquidated damage, attorney's fees and other cause related to the action.

33.0 Governing Law:

33.1 The validity, construction, interpretation and performance of this Employment Agreement will be governed by Indian laws and adjudicated upon by a competent court in Pune.

34.0 Severability:

34.1 If any clause in this employment agreement is held invalid, illegal or unenforceable for any reason, that provision shall be severed and the remainder of the provisions of this employment agreement will continue in full force and effect as if this employment agreement had been executed without such invalid provision.

35. Clarifications:

For any further clarifications about the above clauses or any interpretation of the above clauses, the Employee may approach their Vertical HR.

36. Notices

36.1 All notices under this Employment Agreement shall be sent by post and/or email at the following addresses

For **Syntel Private Limited,**

Building No. 4, mindspace, thane-belapur Road, Airoli, Navi Mumbai 400708 India | Tel: +91- 22 41132

For **Ms Monika Pareek**

A-302, Gulmohar Heights, Jambli Naka, Thane

Each party shall notify the other about any change in address at least 15 days prior to the change happening. Notice sent to you at the above address or the current communication address as per company records shall be deemed as sufficient service during and after the term of this Employment Contract.

Please indicate your acceptance of these terms and conditions by signing the duplicate copy of this Employment Agreement and returning it to the Company.

I, the undersigned, have read and agree to be bound by the terms and conditions of employment as stated in this Employment Agreement. I understand that the Company may vary the terms and conditions of employment from time to time and I agree to be bound by the same.

For Syntel Private Limited,

I have read and confirm myself to be
Bound by the terms of these Terms and Conditions as part of
the Terms of Employment agreed to

Adarsh Krishna

Date.....

Signature & Date.....

Employee Name.....

Emp ID.....



Tatvartha Health Private Limited

Reg. Office : C-67 P1, Fortune Hotel Galaxy, Koparli Road, GIDC, Pardi,
Dist. Valsad Vapi, Valsad GJ 396195.
CIN:- U85300GJ2019PTC107353

Date: 12th February 2022

Ms. Nabila Qureshi

Dear Nabila,

In reference to your application and subsequent interviews. We are pleased to welcome you as a **Customer Support Executive** for **Tatvartha Health Pvt Ltd**. You are required to join on or before **14th February 2022**. Your work location will be Mumbai.

We offer you a gross salary of **Rs.18,000/-PM.**, in addition to this you will also be eligible for sales incentive.

In order to achieve this goal you will be on "Job Familiarization" for a period of **6 months** during which you will be expected to integrate harmoniously with the other team members. You will be confirmed if found suitable, on completion of the probation period.

Honesty – We promise to be true to you, is what our company believes and we are sure you will fit in nicely, enjoy your role and help us take our business to a whole new level. Our people take responsibilities and are better performers thereby helping us to achieve overall success for the company and the group.

Your will receive a detailed appointment letter at the time of your joining.

Kindly acknowledge the receipt of this letter by sending us your acceptance of this offer.

We are really excited to welcome you to our team and hope your association with us shall be mutually beneficial, pleasant and fulfilling.

**For,
Tatvaratha Health Private Limited**

Authorized Signatory

Acceptance

www.traya.health

customercare@tatva.health

+91 9372423943



15th December, 2021

Ref: HR/Recruitment/Offer/2021/7297

Ms. Nagma K Shaikh
Room No. 154, Valnai Colony,
B-Ward, Gautam Buddha Marg,
Opp. Orlem Church Orlem,
Malad (West),
Mumbai- 400064

Dear Nagma,


It gives us great pleasure to give you an offer of appointment with InSync Analytics (India) Private Limited. The broad terms and conditions of your employment will be as follows:

- You will be employed with InSync Analytics (India) Pvt. Ltd., hereinafter referred to as InSync.
- Your date of joining shall be on or before **13th December, 2021**.
- You shall be designated as **Data Analyst** reporting to the Managing Director (India Operations) or any person he or the company may subsequently specify.
- Your working hours will be as prescribed by InSync.
- You shall be paid a gross salary of **Rs.16,000/- per month**. However, during the training period of 2 months, there would be deduction of 50% of your salary towards training expenses.
- Your Annual CTC will be **Rs.2,54,660/-**.
- You will be on probation for a period of six months after which you will be confirmed, if your performance is satisfactory. Upon successful completion of 6 months, InSync shall pay you the retained amount of **Rs.16,000/-** (One time).
- During the probation period, this contract can be terminated by either side by giving five (5) days written notice.

If the above terms and conditions are agreeable to you, please return a signed copy of the offer letter to indicate your approval of our terms and conditions.

We look forward to your longstanding employment with InSync.

Yours truly



Authorized Signatory

Date: September 19, 2021
Reference No: FE157759
Employee Name: **Neha Jitendra Chaudhari**
Employee Address: Mumbai

Letter of Intent

Dear **Neha Jitendra Chaudhari**,

We are pleased to offer you the position of **Billing Executive** at **D-Mart**, Kolshet Branch. We feel confident that you will contribute your skills and experience towards the growth of our organization.

As per the discussion, you joining date will be on **21st September 2021**. Please find the employee handbook enclosed herewith which contains the medical and retirement benefits offered by our organization.

Your salary details have been mentioned below:-

Basic	6000
Special Allowance	2046
HRA	300
Gross Salary	8345
ESIC	146
PT	200
Net	8000

Please confirm your acceptance of this offer by signing and returning the copy of this letter.

We look forward to welcoming you on board.



Sincerely,
D-mart, Mumbai
Head – Human Resource

Letter of Intent

Dear Nilam Mithalal Mali,

We are pleased to offer you employment in our Organization **Conneqt Business Solutions Limited**, as **Credit Processing Analyst** subject to the following terms and conditions:

1. Your employment with The Company will be bound by our rules and regulations. Your date of Joining would be **26-12-2021** Your Salary will be Rs. **25,000/-**
2. Your deputation to our Company may be extended from time to time, as decided by The Company for specified duration and location. During the tenure of your deputation, you will continue to be an employee of The Company and your compensation and applicable allowances shall be paid by the Company.
3. Separation: In the event, you wish to leave the services of the Company, you will be required to give clear written notice of 30 days to the Company unless the company/client agrees to a shorter notice period depending on the client's requirements.

In the event of the Company wanting to dispense with your services, the company shall be liable to give 15 days 'notice as advance intimation or pay you 15days basic salary in lieu of the notice, as compensation.

You will be relieved from the services of the Company subject to your:

- Handing over the project and knowledge transfer to the client's assigned representative/s in respect of the assignments handled by you.
- Obtaining a "No Objection Letter" from the client as a confirmation of your having complied with (a) above.

You are bound to make good the loss suffered by the Company and any other charges/liabilities the Company incurs if you fail to give such written notice and complete the handover within the prescribed time as mentioned hereinabove. Should exigencies of business so dictate, the Company may require you to serve the entire or part of the notice period as mentioned above

4. The company reserves the right to have your background verified directly or through an outside agency. If, on such verification, it is found that you have

furnished false/wrong information or concealed any material information,
your services are liable to be terminated.

A handwritten signature in blue ink that reads 'Alexandria'.

Connect Business Solution Limited
Head – Human Resource



Jai Ambe Scrap Mart

Date: 10/01/2022

Appointment Letter

Dear **Pooja Ambala Lohar**,

We are pleased to offer you employment in our Organization "**Jai Ambe Scrap Mart**", as a **Jr.Acountant**.

Your Joining date is confirmed at **10th Jan 2022** as per the following terms and conditions:

1. You are entitled to a CTC of **8000** per month payable as per Annexure A
2. You agree to comply with Terms and Conditions of Appointment.
3. You agree to submit with us a signed copy of mark sheet, Pan Card, Aadhar Card as well as Passport Size Photograph and also bring the originals for verifications.

Please send an acknowledgement of this offer confirming your joining.

We look forward to a mutually rewarding professional relationship with you.

Dmart Operations

Human Recourses-Malad

Date: **18-01-2022**

Dear **Pooja Nitnaware**

Letter of Intent

We are pleased to offer you employment in our Organization **Conneqt Business Solutions Limited**, as **Credit Processing Analyst** subject to the following terms and conditions:

1. Your employment with The Company will be bound by our rules and regulations. Your date of Joining would be **18-01-2022** Your Salary will be Rs. **25,000/-**
2. Your deputation to our Company may be extended from time to time, as decided by The Company for specified duration and location. During the tenure of your deputation, you will continue to be an employee of The Company and your compensation and applicable allowances shall be paid by the Company.
3. Separation: In the event, you wish to leave the services of the Company, you will be required to give clear written notice of 30 days to the Company unless the company/client agrees to a shorter notice period depending on the client's requirements.

In the event of the Company wanting to dispense with your services, the company shall be liable to give 15 days 'notice as advance intimation or pay you 15days basic salary in lieu of the notice, as compensation.

You will be relieved from the services of the Company subject to your:

- Handing over the project and knowledge transfer to the client's assigned representative/s in respect of the assignments handled by you.
- Obtaining a "No Objection Letter" from the client as a confirmation of your having complied with (a) above.

You are bound to make good the loss suffered by the Company and any other charges/liabilities the Company incurs if you fail to give such written notice and complete the handover within the prescribed time as mentioned hereinabove. Should exigencies of business so dictate, the Company may require you to serve the entire or part of the notice period as mentioned above

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

A handwritten signature in blue ink that reads 'Alexandra'.

Conneqt Business Solution Limited
Head – Human Resource

Siddhivihar chawl,
Gokul nagar, Akurli road
Mandivali (E) Mumbai 40101

Dear Pratishha Dattaram Sawant

This has reference to your application and the personal discussions you had with our representative. We are pleased to appoint you as "TRAINEE" in our company on the following terms and conditions:

- Your training period shall be till 31.12.22 ^{r. Sawant}. The Company, however, shall have the right to extend the period of training at their sole discretion.
- During the training period your consolidated stipend will be Rs. 8500/- /- per month (Rupees Five Hundred Only ^{Eight Thousand}).
- You will be imparted training in any specific or various activities in which the establishment is engaged depending upon your ability and educational qualification.
- That during the period of your Traineeship the relationship shall be that of master and pupil. You shall therefore, not be considered as regular Trainee of Company and shall not become entitled to the benefits or allowances, which may become due to the regular Trainee. The Company may give you concessionary membership of ESIC after obtaining your consent. The Company may also offer you any other incentives as the Management may deem fit during your training period, which may be at their sole discretion.
- That the Company shall have the sole discretion of setting out your training requirements and for that purpose you may be required to be posted from one department to another or from one place to another, if the Company is of the opinion that it is so necessary for the purpose of your training. You may undergo outdoor training if required and you may also be sent on deputation training to any other organization anywhere in the country which may or may not be under the same management.
- If you remain absent for any reason whatsoever from your training requirements for a continuous period of seven days or more, without informing the Company in any way, then in such an event, the Company shall consider that you have no intention of continuing with your training requirements and that you have put an end to your training of your own free will and accord and it shall be deemed that you have given up your dues, if any, and you shall also be liable to reimburse the cost of training incurred upon you.
- The Company will review at the end of each month your training progress and for that purpose may give you some trade tests, if it so desires.
- That during the period of your training you shall give full compliance to all rules and regulations as are in force on the date of your being taken up as a Trainee and to all such other orders given, in that behalf thereafter.
- Your training period without anything more shall automatically come to an end on completion of a period specified above or the extended period, if any, shall however, be without prejudice to the right of the Company to so terminate your Traineeship at any time without giving you any notice or assigning reason for doing the same at their absolute discretion and you have no right whatsoever of any nature to raise any question thereto.
- If you desire to leave the training program at any time during your training period, you will be required to give 15 days' notice to the Company or pay a stipend of 15 days to the Company as expenses incurred for the said training program.
- In case there is any change in your residential address, you will intimate the same in writing to the HR department within seven days from the date of change.
- Nothing herein contained shall be construed as a contract of service creating Trainee relationship between the Company and the Trainee. It is clearly agreed and understood that the Company, in absorbing you as a Trainee, is under no obligation to take you in its regular employment, nor does it assure you in any way that employment may be given even though the Trainee may have completed his traineeship to the entire satisfaction of the Company.
- You will undergo all kind of Test/Exam - written, oral or practical during training. Unless you pass these Test and Exams, you will not be declared as having successfully completed the Training.
- That during the period of traineeship, you shall make every sincere endeavor to complete the training requirements and shall at all times exert yourself to the best of your ability to make the training period a success. You shall preserve and maintain perfect discipline at all times.
- During the period of your training with the Company, you will devote your whole time attention to your training and will not engage yourself directly or indirectly in any other training, service, trade, profession, business or occupation; part-time or full-time without written permission of the management. Otherwise your training arrangement will be terminated without any notice.
- The company will not be liable to pay any damage or compensation to you on account of your any injury sustained, or disability suffered during your training requirements. The said training is entirely at your risk and responsibility.
- In the event of you causing any damage to company property in the course of your training period or you losing or spoiling any equipment given under your charge, or causing any damage willfully or out of sheer neglect, then, in all such cases, the Company hereby reserves its right to deduct from your stipend amounts as the Company may deem fit and of which the Company shall be sole judge.
- If any information given by you is found to be false or incorrect your traineeship will come to an end without any notice or compensation in lieu of the same.
- You shall not disclose any information concerning the affairs or working of the company, the disclosure of which is likely to be prejudicial to the Company.
- You will abide by the rules and regulations of the Company issued from time to time and currently in force as well as the standing orders.

The terms of your traineeship, as set out above, have been read out to you and explained to you in the language you understand, you are required to sign a duplicate of this letter if the terms and conditions are acceptable to you.

Yours Sincerely,
For PRODCOS SOLUTIONS PRIVATE LIMITED

Accepted

Date: 5-Dec-2021
Mr PRITAM Pramanik,
Flat No 605 Ujjwal Heights
Near Prabhakar Dattu Marg
New Golden Nest Bhayandar East
MUMBAI-401105.

Subject: Employment Letter

Dear PRITAM,

We are pleased to inform that you have been selected for employment with **StateStreet Syntel Ser Pvt Ltd** as **Officer KPO (GCM 1)**. Your total emoluments are **Rs. 194000/-** per annum and are described in "Annexure A". Your salary/emoluments shall be kept strictly confidential and you shall not disclose the same to any third party.

The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 45 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

Your retention in Company's employment will be subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination as and when considered necessary.

The Company shall conduct reference checks, background checks and/or drug test before your date of joining with the Company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the Company. This offer is subject to your satisfactory completion of all the above verification made by the Company. The Company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the Company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

The terms and conditions of the employment are listed in "Annexure B".

You are requested to report to duty in our office on **7-Dec-2021**, at **9.30 am** at the following address: **2nd Floor, Building No 4, Raheja MindSpace Nr Airoli Railway Station, Airoli, Navi Mumbai 400708, failing which this employment offer shall be considered null and void.**

Please return the acceptance copy (Annexure C) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take this opportunity to welcome you to the Company and look forward to a very fruitful association with you.

Yours sincerely,
For StateStreet Syntel Ser Pvt Ltd,


Adarsh Krishna

Head - Global Recruitment Cell

Encl: Annexure A – Remuneration Details; Annexure B – Terms and Conditions of Employment Annexure C - Acceptance Copy.

I accept the employment offer on the stipulated terms and conditions (including Annexure A and B) and shall join the Company on

Date & Signature

4th and 5th Floor, Building # 4, MindSpace-Airoli(SEZ), Thane Belapur Road,, Navi Mumbai-400708,India, Tel:+912241137503

Registered Office: 2nd Floor, Building No 4, Raheja MindSpace, Airoli Navi Mumbai – 400708, India. T.: +91 22 6704 6402 **171**

Annexure A – Remuneration Details**Name: Mr PRITAM Pramanik****Designation: Officer KPO****GCM Level: GCM 1**

Compensation Components	Annual (Rs.)
Salary & Allowances	
Basic Salary	120500
House Rent Allowance	24100
Advance Statutory Bonus	30700
Basket of Allowance	496
Total Salary & Allowances (A)	175796
Company's Contribution to Provident Fund (PF) (B)	18204
Total Cost to Company (CTC) C = (A+B)	194000

Notes:

- (1) The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
- (2) All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on statutory regulations.
- (3) As per the Company policy, you will be covered under a company provided Medical Insurance.
- (4) You can opt for Provident fund @12% of basic as your contribution and Company contribution towards provident fund. This is scheduled activity you will be communicated in advance to avail this benefit.
- (5) Advance Statutory bonus is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in future. The frequency of payment of bonus component is subject to further modification as per management Discretion.


Adarsh Krishna**Head - Global Recruitment Cell**



Annexure B – Terms and Conditions

1. Work Related:

1.1 The Employee shall devote his/her full time to the work of State Street Syntel Services Pvt. Ltd. (hereinafter referred to as "Company"), and shall not undertake any other direct / indirect business/work/assignment etc. even on part-time basis whether honorary or remunerative, except with the prior written permission of the Company.

1.2 The appointment is being made in good faith on the basis of the Employee's resume and other information as provided by the Employee during the course of interview and mutual discussions. Company reserves the right to make suitable formal/ informal checks with educational institutions and previous employers of the Employee as may be applicable. The Employee is requested to produce all the documents as mentioned in the checklist attached on their date of joining. Any discrepancy in the information/ data provided by the Employee shall result in the termination of employment forthwith and the Employee shall indemnify the Company in full, for any losses suffered by the Company.

1.3 The Employee's designation is merely indicative of the responsibilities, which he/ she is required to carry out. Company shall be entitled to require the Employee, at any time, to perform any other administrative, managerial, supervisory, and/ or other functions and the Employee will be bound to carry out such functions by using his/her best efforts and, act in good faith and in the best interests of the Company.

1.4 The Employee shall not accept any presents, commissions or any kind of gratification in cash or kind from any person, party, firm or company having dealings with the Company or Company's group of companies and if the Employee is offered the Employee shall report the same immediately to the Company.

1.5 The Employee shall maintain and keep in his/her safe custody such books, registers, documents and other papers as may be issued to him/ her or may come in the Employee's possession and shall return the same when required by the Company.

1.6 The Employee will comply with all rules, regulations and procedures including service rules, practices, policies, etc. established by the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company. The Employee shall be bound by the same.

2. Location

2.1. The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately.

2.2 For Company Initiated Relocation Request

In the event that you are required by Atos|Syntel to relocate, Atos|Syntel may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below:

- a) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.



3. Entitlement to Work

3.1 Procurement and timely renewal of relevant work permit in India shall solely be your responsibility and the Company shall render reasonable assistance and support on documents that you may require for this purpose. Your employment is subject to and conditional on you being legally entitled to live and work (for the Company) in India. You undertake to notify the Company immediately if You cease to be so entitled, in which event Your employment shall be deemed terminated and no compensation (with the exception of statutory dues payable, if any) shall be payable to You by the Company. The Company shall not be responsible for any liability whatsoever arising thereof.

4. Probation Period

4.1 Probation clause will not be applicable to You, as Your employment with the Company will be confirmed with effect from your date of joining.

5. Integrity and Professionalism

5.1 The company shall conduct reference checks, background checks and/or drug test before your date of joining with the company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the company. This offer is subject to your satisfactory completion of all the above verification made by the company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo background verification/ medical examination if and when considered necessary.

6. Former Employer

6.1 In the event of You becoming party to any proceeding/(s) brought by any former employer at any time during or after Your employment with the Company, You recognize and agree that You shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in Your response to such action or proceeding whether at Your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of Atos|Syntel group of companies or its directors, officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.

6.2 You have represented to the Company that You are not subject to party to any restrictive covenant, non-compete, non-solicitation, intellectual property, or confidentiality agreement or any other agreement that would limit or restrict Your scope and ability to work in any way for the Company or any member of the Company's group of Companies.

6.3 You have represented that you are not bound by any previous agreement in any way whatsoever from your previous employment that would limit or restrict your scope of ability to work in any way for the Company or Company's group of Companies. In the event of you having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.



6.4 In case of any breach or misrepresentation on Your part in the above, the Company reserves its right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by You in respect of any litigation/proceedings that the Company or any member of Company's group of Companies may have to face on account of your breach or misrepresentation as above.

7. Hours of Work

7.1 Details with regards to Hours of work is covered in our Company's Policy which is available in our internal portal for the employees to refer. Further you will be required to work the hours necessary to fulfill the responsibilities of your role.

8. Remuneration

8.1 The entitlements of your Total Compensation are subject to any Company policy, procedure or guideline that may be issued from time to time. All perquisites and benefits including reimbursements if any applicable to you are subject to applicable tax provisions which may be applicable including taxation on perquisite value

8.2 Your remuneration package has been shared with you as part of the offer letter issued to you.

9. Retirement

9.1 The Employee will retire from the Company services on reaching the age of 60 (sixty) years or earlier if found medically unfit. The age or date of birth already given by the Employee in his/her application form would be treated as binding and final. The actual date of retirement shall be the last date of the calendar month in which the Employee was born.

10. Medclaim, Personal Accident Insurance

10.1 You will be covered by the Company's Medclaim and Personal Accident Insurance Policy as per its rules/ regulations.

11. Annual Leave and Public Holidays

11.1 Our leave year runs from 1 January to 31 December. Your annual leave entitlement will be 33 days. Additional paid holidays are declared each year for public holidays and the Company will update the list of paid holidays for the calendar year in the internal portal of the Company.

11.2 You will be eligible for leave as per the Policy announced by the Company from time to time. All leave applications, approvals, rejections, etc., must be in line with the HR Policy laid down and as applicable from time to time. The Company reserves the right to cancel any approved leave for reasons of business requirements and you are expected to provide full co-operation and adhere to such requests of the Company. The Company is also entitled to, suo moto, ask you to go on leave for such number of days and on such terms and conditions as intimated to you by the HR Department without assigning any reason to you.

11.3 Any un-authorized leave or excess leave by you will entitle the Company to terminate your employment.

11.4 Full details of the policy regarding annual leave and holidays are available on the Company's internal portal.

12. Specialized Training & Knowledge Acquisition

12.1 If the Employee has to undergo any specialized training in the Company or arranged by the Company, the Employee will have to execute a training agreement and an indemnity bond to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond. Any violation of the terms will entitle the Company to recover liquidated damages as mentioned in the said training agreement and an indemnity bond. During employment, Employee agrees to undergo any specialized training as required by the Company.



12.2 On deputation to a client site for knowledge acquisition and subsequent knowledge transfer on a client's application, either for development, enhancement, maintenance, support or otherwise, the Employee will be understood to have gathered intellectual property on behalf of the Company. As a consequence, the Employee commits to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond from the date of return to India from the onsite engagement. Any breach of this clause will entitle the Company to recover liquidated damages as mentioned in the training agreement and an indemnity bond.

13. Confidentiality

13.1 So long as the Employee is in the employment of the Company, providing certain products and/or services to the Company and/or on behalf of the Company, he/ she will, at all times, observe secrecy and confidentiality in respect of technical, trade or business data or any other information that might come to his/her knowledge or possession (herein collectively referred to as the "Confidential Information"), which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore. The Employee shall use the Confidential Information solely for the purpose of and on behalf of the Company. The Employee will not disclose Confidential Information without authority of the Company to anyone other than the Company's authorized person and even after the Employee has ceased to be in the service of the Company, the Employee shall not disclose Confidential Information to anyone. The Employee hereby acknowledges that the Company and its clients are subject to certain privacy regulations and/or contractual obligations, pursuant to which the Company shall be required to obtain certain undertakings from the Employee with regard to privacy, use and protection of non-public information of the Company and/or its clients (of client's customers) or any prospective clients. Employee agrees that (a) he/she shall not disclose or use any client/customer data except to the extent necessary to carry out its obligations under this Agreement and in accordance with applicable privacy laws; (b) he/she shall not disclose client data to any third party without the prior consent of the Company and/or client (c) he/she shall maintain, effective information security measures, in accordance with the policies of the Company and /or client and as otherwise necessary to protect client data from unauthorized disclosure or use; and (d) he/she shall notify the Company in writing immediately upon becoming aware of any such unauthorized disclosure or use of the Company and/or client data in detail. The obligations set forth in this clause shall survive termination of the Agreement indefinitely.

13.2 The term "Confidential Information" does not include information which (i) is already in Employee's possession, or (ii) becomes generally available to the public other than as a result of a disclosure by the Employee or (iii) becomes available to the Employee on a non-confidential basis from a source other than the Company and/or Company's clients. Employee further agrees that disclosure of the same shall be with prior permission of the Company.

13.3 The Employee agrees to promptly re-deliver to the Company, upon request/ in the event of his/ her ceasing the employment with the Company, i) all drawing, blue print or other reproductions or other data, tables, calculations, letter or other documents or other writing or copy of writing of any nature whatever pertaining to the business of the Company, ii) Confidential Information including all Intellectual property rights, whether registered or unregistered on any tangible media. The Employee will not retain any copies, extracts or other reproductions in whole or in part of such material. The Employee further agrees that breach of this confidentiality clause could cause irreparable damage to the Company and that the Company shall be entitled to any and all injunctive relief, as well as monetary damages, including reasonable attorney fees, for such breach.

13.4 From time to time, Company's customers/clients and other business requirements may require all employees to sign special Non-Disclosure Agreements ("NDA's"). These NDA's may be process/ client specific or could represent a regulatory requirement. The Employee agrees to sign and comply with the terms and conditions of the said NDA's, as and when required.



14. Data Protection

14.1 The Company may be required to process, transfer and store your personal and sensitive data in any of the other locations of the Company or any member of the Company's group of companies that may not be your home location (including amongst others, transfers of your health information to another office of the Company) for inclusion in our central HR system.

14.2 By signing this contract, you acknowledge and agree that we are permitted to collect and hold personal data about you as part of our personnel and other business records and that the Company may use such information for the purpose of conducting background checks, administering your employment and other purposes directly related to your employment.

14.3 You agree that we may disclose such data to third parties in the event that such disclosure is in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

14.4 For further information, please refer to the Information Security Policy, which is available on the Company's internal portal.

15. Period of Notice

15.1 You or the Company may terminate your employment by giving the other party written notice as follows: -

a) Notice period will be 45 days. During the term of Your employment, if You undergo any change in GCM Level, notice period prevailing to that GCM Level will be applicable to You as per HR Policy.

b) If you have signed any other agreement with the Company or any member of Atos Syntel group of companies that provides for a larger notice period than enumerated in Section 15.1 (a), then that larger notice period shall apply. (The above is collectively referred to as "Notice Period"). The expression like being in the employment of the Company, during your employment term etc., includes Notice Period also.

15.2 The Company reserves the right to make a payment of basic pay in lieu of such Notice Period.

15.3 The Company may terminate your employment summarily with immediate notice in the event of gross misconduct/misdemeanor or a serious breach of your employment obligations.

15.4 We may, at any time during your Notice Period (whether notice is given by you or by the Company), and in Our absolute discretion alter your duties.

16. Return of Property

16.1 When Your employment ends (or earlier on demand by the Company) you are required to return all Confidential Information, and all the Company property and equipment in an acceptable condition.

16.2 Subject to any written regulations issued by the Company which may be applicable, neither You nor any member of Your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by You on behalf of the Company and/or any member of Company's group of companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit You will forthwith account to the Company or the relevant member of Company's group of companies for the amount received or the value of the benefit so obtained



17. Receipt of Payments and Benefits from Third Parties

17.1 Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Companies for the amount received or the value of the benefit so obtained. Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of the Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Group of Companies for the amount received or the value of the benefit so obtained.

18. Conflict of Interest

18.1 You undertake and agree to mention that you would conduct yourself with the highest standards of integrity, honesty and fairness to avoid any conflict between your personal interests and the interests of the Company. You further state that you do and would not have any direct or indirect interest in a competitor, customer/client or vendor/supplier of the Company or to any member of Company's group of companies to the extent or nature that it affects, or appears to affect, your responsibilities to the Company. The interest shall also apply in the manner of seeking or accepting any form of benefit, gift, privilege, financial interest, employment with or become directly or indirectly involved as an independent contractor, consultant or otherwise with any competitor/client/vendor of the Company or any member of Company's group of companies. You shall not personally take advantage of a business opportunity rightfully belonging to the Company or any member of Company's group of companies or derive personal profit, gain or advantage (other than rightful compensation from the Company) as a result of any transaction undertaken on behalf of the Company or any member of Company's group of companies.

19. Policies and Procedures

19.1 The Company has adopted a number of employment and business policies and procedures. You must comply with the Company's policies and procedures (as amended, removed or replaced from time to time), including the Code of Conduct and or the employee handbook. You will have access to all of the Company policies and procedures including the Code of Conduct, on the Company's internal portal site. You must familiarize yourself with them and you agree to be bound by them as applicable from time to time. No separate agreement is required for you to be bound by such policies and procedures from time to time.

19.2 We reserve the right to change existing policies and procedures or introduce new ones from time to time. Information about new policies and procedures or changes to existing ones including the Code of Conduct will be communicated through the Company's internal portal and/or employee communications.



19.3 Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the Company's policies and procedures up to and including dismissal.

19.4 You also declare that You have not been convicted nor pleaded guilty for violating any central, state or local law, regulation or ordinance nor has any criminal charges presently pending before any court of law.

19.5 You understand and agree that you will not involve/make the Company and/or any member of Company's group of companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of Company's group of companies indemnified at all times should the Company and/or any member of Company's group of companies suffers or incurs any damages and expenses whatsoever in this regard.

19.6 Should you be alleged/convicted in any crime or offence in any country of whatsoever nature, you will immediately inform Our HR and adhere to all the disciplinary procedures as the circumstances may demand.

20. Information, Assets and Systems:

20.1 When you join the Company You may have access to phones, e-mail, the Company's internal portal, internet and other equipment and systems. These form part of Our IT and communication systems and you will be required to use them in accordance with the policies relating to them. We may implement our disciplinary procedure if you fail to comply with them and in certain circumstances, this could amount to gross misconduct leading to dismissal. You should refer and adhere to the Code of Conduct and the Company Policy Standards for further information on these policies.

21. Deduction from Remuneration

21.1 The Company may deduct from your remuneration any overpayment made to you, any benefits including leave taken by you beyond entitlement or amounts owed by you to the Company, to the extent permitted by law.

22. Discipline:

22.1 Details of our disciplinary procedures are available on the Company's internal portal. These procedures do not form part of your Employment Agreement.

22.2 We reserve the right to place you on leave of absence ("Suspension") at any time during your employment, on terms and for periods as we determine appropriate pursuant to applicable laws. This includes (but is not limited to) where we are carrying out investigation and/or disciplinary procedures against you for breach of Terms of Employment or other allied matters.

23. Taxes:

23.1 You shall be solely responsible for declaring and paying all taxes to the relevant tax authorities due on payments made and benefits provided to you by the Company and/or any member of Company's group of companies. The Company shall deduct any statutory dues/taxes from amounts paid to you, as per applicable laws.

24. Changes to Your Terms of Employment

24.1 On matters not specifically covered in the Terms of Employment, You shall be governed by the Company's Policies/ Terms and Conditions/ employee handbook service rules, practices, etc. which are liable for modifications, additions, total or partial withdrawal, suspension/ revocation, etc. from time to time. The Company's decision on all such matters shall be final and binding on you.



24.2 In relation to the benefits (not being a statutory benefit) referred to in this Employment Agreement, we reserve the right to withdraw and/ or alter their terms without notice at any time. We will exercise reasonable discretion if we change the benefits or exclude you from them.

25. Warranty

25.1 You represent and warrant that You are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits You from fully performing the duties of Your employment, or any of them, in accordance with the terms and conditions of this Employment Agreement.

26. Entire Agreement

26.1 These terms and conditions supersede any previous agreement, whether oral or in writing, between you and the Company or any other member of Company's group of companies in relation to the matters dealt herein and represent the entire agreement between you and the Company. This Employment Agreement or any part thereof may be modified in writing and all such modifications shall be effective when signed by both the parties hereto.

27. Waiver

27.1 It is hereby agreed that failure of the Company to enforce at any time or for any period of time the terms and conditions contained herein shall not be construed to be waiver of any of the terms and conditions or of the right thereafter to enforce each and every term and condition of this Employment Agreement.

28. Software Related:

28.1 The Employee is strictly prohibited from bringing in the office premises, any unauthorized or infringed copies of software or downloading any infringed or non-patented software in the computer systems (from external sources or otherwise) or copying software from one computer system to another which may include any violation of the provisions of the Copyrights Act or any other intellectual property rights (IPR) laws. Employee shall not introduce or bring into the Company or its clients' systems, any virus, trojan horses, computer code designed to disrupt, disable, harm, or otherwise impede the operation of software or firmware or any computer or network or that would disable the software or firmware or any computer or network or impair in any way their operation. Violation of this clause will be regarded as a serious offence and the Employee will be subjected to appropriate disciplinary action as per the policies of the Company. For the purpose of maintaining confidentiality of data, information, assignment of IP rights, non-solicitation, non-compete, non-diversion the term State Street Syntel Services Pvt. Ltd is deemed to include the Company and all its affiliated group companies

29. Intellectual Property Rights:

29.1 The Employee agrees to inform the Company of full details of all the inventions, discoveries, concepts, ideas, etc. (collectively called "Developments"), whether patentable or not, including but not limited to, hardware and apparatus, products, processes and methods, formulae, computer programs and techniques, as well as any improvements and related knowledge, which the Employee conceives, improves, completes, or puts in to practice (whether alone or jointly with others) while being in the employment of the Company, and which relate to the present or prospective business, work or investigations of the Company; or which result from any work the Employee does, using any equipment, facilities, materials or personnel of the Company; or which has or have been developed by the Employee or under the Employee's supervision, or which result's from or are suggested by any work, which the Employee does or may do for the Company.



29.2 The ownership of all "developmental" work and documentation created by the Employee shall from the moment of its creation, vest in the Company. Thus, the Employee agrees to assign and hereby assigns to the Company/ Companies nominee, Employee's entire right, title and interest in —

- all Developments;
- all trademarks, copyrights and mask work rights in the developments; and
- all patent applications filed, patents granted on any development, including those in foreign countries, which the Employee conceives or makes (whether alone or with others) while being in the employment of the Company or within two (2) years of the end of their employment (if conceived as a result of the Employment with the Company).

29.3 The Employee acknowledges existence of the Company's present and future products, know-how, processes, software products, programs, codes, documentation and flowcharts in any form and agree to abide by the procedures of the Copyright Law or any other applicable IPR laws in force, in India and foreign countries, which prohibits the reproduction of such protected works, in whole or in part, or in any form or by any other means, without the prior written permission of the Company.

29.4 The Employee agrees to assign to the Company his/her entire right, title and interest in any invention or improvement that the Employee might make solely or jointly with others, during the course of his/her employment with the Company relating to any and all products, services, software, software tools marketed or manufactured or developed and that the Employee will perform any 'acts and execute such documents, without expenses to the Employee which, in the judgments of the Company or its attorneys may be needful or desirable to secure to the Company, patent protection and any or all rights relating to such invention or improvement.

30. Non-solicitation / Non-compete:

30.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party, solicit business from or perform services for any the Company's client or any prospective client, with whom he/she had any contact with or exposure to pursuant to this Employment Agreement.

30.2 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, seek engagement or employment, either full-time or contractually with any organization that is likely to deploy the Employee on project or assignment in Offshore or Onsite client engagement where the Company is already working for the same client and where the Employee had been engaged in a project with the client organization for a period exceeding one month.

31. Non-diversion of Employees:

31.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party solicit and/or offer an employment to a persons, who are then, or were during the previous six (6) months, employees of the Company or any the Company subsidiary / associate / affiliate.



32. Remedies:

32.1 The Employee agrees that his/her failure or neglect to perform, keep, or observe any term, provision, condition, covenant, warranty, or representation contained in this Employment Agreement, the confidentiality agreement or any other agreement between the Employee and the Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

32.2 Remedies for damages procuring prior to the Company's knowledge of breach or until action in breach ends and related in any way to the effects of the breach shall include but not be limited to monetary damage, liquidated damage, attorney's fees and other cause related to the action.

33. Governing Law:

33.1 The validity, construction, interpretation and performance of this Employment Agreement will be governed by Indian laws and adjudicated upon by a competent court in Pune.

34. Severability:

34.1 If any clause in this employment agreement is held invalid, illegal or unenforceable for any reason, that provision shall be severed and the remainder of the provisions of this employment agreement will continue in full force and effect as if this employment agreement had been executed without such invalid provision.

35. Clarifications:

35.1 For any further clarifications about the above clauses or any interpretation of the above clauses, the Employee may approach the HR team.

36. Notices

36.1 All notices under this Employment Agreement shall be sent by post and/or email at the following addresses

For **StateStreet Syntel Ser Pvt Ltd**

4th and 5th Floor, Building # 4, Mindspace-Airoli(SEZ), Thane Belapur Road,, Navi Mumbai-400708,India,Tel: +912241137503, CIN No:U72200MH2004PTC144362.

For **Mr PRITAM Pramanik**

Flat No 605 Ujjwal Heights,Near Prabhakar Dattu Marg, ,New Golden Nest Bhayandar East,MUMBAI-401105.

For State Street Syntel Services Pvt. Ltd



Adarsh Krishna

Date.....

Confirmed and agreed to

Signature.....

Employee Name.....

Date.....

Date: 27th September,2021

Priti Mishra
91- 99871 73508
mishrapriti2001@gmail.com

Dear Priti Mishra,

I am delighted & excited to welcome you to Expletus Media Private Limited as a Social Media **Trainee**. At Expletus,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* internship experience with Expletus.

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

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

Congratulations!



Abhishek Chachan
Founder,
Expletus Media Private Limited

www.expletusmedia.com

3rd Floor, Kushal House, Nehru Place, New Delhi- 110019 1



Strictly Confidential

Date: 16/08/2021

Priya Sharma

Subject: Offer letter for the position of Account Opening Executive

Dear Priya,

This has reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **Account Opening Executive**.

As discussed, you shall join duty on **18th August 2021** failing which this letter will be treated as cancelled. Please note that this offer would be withdrawn if you won't accept the same on or before **16/08/2021**. Please find the salary structure below:

Component	Amount (Rs)	
	Per Month	Yearly
Fixed Compensation Structure		
Basic Pay + DA	8105	97258
HRA	4052	48629
Other Allowances	1351	16210
Total all (above)A Gross Salary	13508	162096
LESS		
PF Employee Contribution	973	11671
ESIC Employee Contribution	101	1216
Professional Tax	200	2500
NET Salary	12234	146709
PF Employer Contribution (B)	1054	12643
ESIC Employer Contribution (C)	439	5268
Total Cost to Company (CTC) A+B+C	15001	180008

You shall be on probation for a period of 6 months and your services would be confirmed based on your performance. You will have to go through a certification process after 15 days of training. If qualified, the employment would continue or else will be suspended. You will be reporting to **Mr. Swaroop Das** on the date of Joining.

At the time of your joining you would be required to submit the following Documents as per the list attached below.

1. Proof of Age
2. Certified true copies of your Educational / Professional Qualification(s) Certificate (s).
3. Experience Certificate(s)
4. Copy of Relieving Letter or acknowledgement of Resignation letter from your last employer.
5. Last 3 months Salary Slip / Certificate.
6. Latest 2 Photograph (Passport Size)
7. NCFM Certificate (if available)
8. Pan Card Copy
9. Address Proof

On submission of your Joining Kit and other Documents as mentioned above, you will be issued a formal Appointment Letter explaining the terms & conditions in detail as per Company norms.

Thanking You.

**For Samco Securities Ltd.
Authorized Signatory**

I hereby accept the above offer.

Candidate's Signature & Date



Date: 09 Aug 2021

Ms Priya Gautam
saimon bithal chawl bajrang dal bihari
takdi road poisar kandivali
(east) 400101

Employee No: 2154723
Dear Ms Priya Gautam

Appointment Letter

We are pleased to appoint you in our organization as Digital Account Opening Executive subject to the following terms and conditions:

1. Your contract will commence from 09 Aug 2021 and expire on 08 Aug 2022 during which you will render services to our Client at their premises subject to the terms and conditions of the engagement letter executed by you on 09 Aug 2021 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc, and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.
4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 15 days notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
7. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Doc ID: TL/B8BF122FB2A

8. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to make all salary payments required to be made to you by TeamLease including all reimbursements either by way of Cheque or by directly crediting the amounts to your bank account.
9. The salary payout will be made latest by 9th of the following month.
10. You will be entitled to an employer's contribution of Provident fund to the extent of 12% of your basic salary and applicable ESI contribution. You will also be covered under Medical and Accident Insurance and will be entitled to all other statutory benefits whichever is applicable during the contract period. It is hereby clarified that if you fail to submit the ESIC, PF, Gratuity nomination forms together with any other document as required under the applicable labour legislations, TeamLease shall not incur any liability with regards to any Claims under the said applicable labour legislations.
11. In addition to the terms contained herein, your relationship with TeamLease may be subject to such other additional terms and conditions as may be communicated to you from time to time in writing by TeamLease and you hereby agree to have read and clearly understood the terms of employment provided in the Service Rules, which is attached herein.
12. During your employment with TeamLease, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand cancelled/revoked.

We at TeamLease would like to create an environment and culture committed to co-operation, quality and responsiveness that permeates every activity. As a new entrant we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgement copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance of terms and conditions.

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

ENDORSEMENT

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

For TEAMLEASE SERVICES LIMITED

Accepted and Agreed



(Authorized Signatory)

Signature and date:

Name: PRIYA CAITAM

Salary Annexure

Employee No: 2154723

Particulars	Amounts
Basic	11352
House Rent Allowance	1811
Employer PF Contribution	1416
ESIC - Employer	443
Works Allowance	450
TotalAmount	15472
Amount In Words(Rs)	Fifteen Thousand Four Hundred Seventy Two rupees

Net Pay Annexure

EARNINGS	Amounts
Basic	11352
House Rent Allowance	1811
Works Allowance	450
Gross Earnings	13613
DEDUCTION *	Amounts
Employee ESI	103
Employee PF	1416
Professional Tax	200
Total Deduction	1719
Net Salary	11894

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

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

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

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

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

Please note that undergoing online training is mandatory for this engagement.

The link to undergo the programme and complete the evaluation is given below.

Link : <https://tconnect.teamlease.com/Learning>

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

Congratulations on your offer from TalentStack!

We are delighted to offer you the position of **Recruitment Trainee** with a tentative start date of **01st February 2022**.

Your salary will be **12,000** per month, you are also eligible to earn uncapped incentives based on certain monthly targets over & above your fixed monthly salary.

Please submit the following documents on your joining date.

1. Relieving letter from the previous employer (If applicable)
2. Salary Certificate from the previous employer (If applicable)
3. A copy of your curriculum vitae
4. Copies of Academic Certificates

mail

Search all conversations

Active ? Settings



to me

Sent from my iPhone

Begin forwarded message:

From: PRIYANKA SHARMA <priyankashyamsharma2505@gmail.com>
Date: 23 March 2022 at 13:21:54 GMT+5:30
To: joshua.dsouza@anudip.org

Company name: CA SANDEEP KABRA & ASSOCIATES
Designation: INTERN
Salary: 3500
Date of joining: 17 OCTOBER 2021

What is this? Thanks a lot. Received, thank you.

OFFER LETTER

20th January 2022

Dear **Ritik Patel**,

We are pleased to offer you the profile as a
“**Manager**” with the effect from **25th February 2022**.

Your Gross would be **Rs. 1,20,000** /- You
are required to join duty on **25th February**
2021.

Please consider this an offer letter only. An
appointment letter will be given to you after 1
month of your joining.

We wish you the very best in your career with **MN**
Enterprises.

Yours Sincerely,

MN Enterprises

19th Oct, 2021

To,
Ms. Roma Vaishnav
Mumbai

Sub: Offer Letter for the Post of Accounts Executive

We are pleased to offer you the position of **Accounts Executive** in Swingtel Communications Pvt. Ltd. at Mumbai HQ.

Your Annual Gross salary of Rs. **2,04,000.00** p.a. subject to tax and other statutory deductions.

Please reply with your acceptance and send a copy of your resignation acceptance letter from your current employer to us.

Your Appointment Letter will be issued on the date of joining. The joining formalities and induction will be carried out in our Mumbai office.

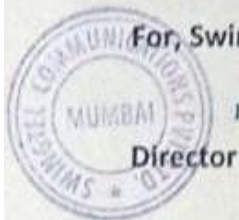
Please submit the following documents to HR at the time of your joining:

- (1) Two color passport-size photos
- (2) Bank Details / Cancel Cheque
- (3) Experience / relieving letters
- (4) Aadhar Card Photocopy
- (5) Latest salary slips from your previous organization
- (6) PAN card Photocopy

We look forward to welcome you aboard.

Thanking you

For, Swingtel Communications Pvt Ltd.



A handwritten signature in blue ink, consisting of a stylized first name followed by a surname, written over a horizontal line.



Dear Roshni,

Congratulations!

We are pleased to offer you the position TV Classification Analyst at our Mumbai - 04/A Wing office.

Please refer to the attached document of the offer including commercials. Your date of joining the organization October 11, 2021 .

Please click on the below link and login with your email address and password you used to apply to the job:

[View/Accept Offer ...](#)

Also note that Madhupriya Chowdhary in this email will be your HR Business Partner. Please feel free to reach out to her/him for any queries.

Your appointment is subject to the positive reference checks provided by you and Nielsen's Background Verification process which will be done by our designated service partner after you join us.

Kindly submit all mandatory documents mentioned in the above letter on or before your joining date. We look forward to your acceptance and are really excited to have you on board!

For and on behalf of Nielsen Media India Private Limited

[Formerly Neurofocus Systems and Services Private Limited]

Kanchan Komerwar
Director, Human Resources

List of Documents attached

- 1) Offer cum Appointment Letter
- 2) Salary Fitment
- 3) Employee Confidentiality
- 4) Code of Conduct
- 5) Consent Letter

nielsen





Date :- 01/08/2021

**Rutuj Dilip Tanwade
Social Media Marketing handler
The Diet Club
Seawoods, Navi Mumbai**

Dear Rutuj Tanwade,

We are pleased to offer you the position of Social Media Marketing Handler at The Diet Club. We feel confident that you will contribute your skills and experience to the growth of our Organization on Social Side's

As per the discussion, your starting date will be on 03/08/2021 .

Please confirm your acceptance of this offer by signing and returning a copy of this offer letter.

We look forward to welcoming you on board.

**Sincerely
Thr Diet Club**

Date: 17-Sep-2021

Mr Rutuja Kadam,
A502, , Bhadranagar,
S.V. Road,
Malad, Mumbai - 400064.

Dear Rutuja,

Subject: Employment Letter

We are pleased to inform that you have been selected for employment with **Syntel Private Ltd** as **Officer KPO (GCM 1)**. Your total emoluments are **Rs. 194000/-** per annum and are described in "Annexure A". Your salary/emoluments shall be kept strictly confidential and you shall not disclose the same to any third party.

The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 45 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the Company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

Your retention in Company's employment will be subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination as and when considered necessary.

The Company shall conduct reference checks, background checks and/or drug test before your date of joining with the Company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the Company. This offer is subject to your satisfactory completion of all the above verification made by the Company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The Company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

The terms and conditions of the employment are listed in "Annexure B".

You are requested to report to duty in our office on **21-Sept-2021**, at **9.30 am** at the following address: **2nd Floor, Building No 4, Raheja Mindspace Nr Airoli Railway Station, Airoli, Navi Mumbai ☎ 400708**, failing which this employment offer shall be considered null and void.

Please return the acceptance copy (Annexure C) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take this opportunity to welcome you to Company and look forward to a very fruitful association with you.

Yours sincerely,
For Syntel Private Ltd,



Adarsh Krishna
Head - Global Recruitment Cell

Encl: Annexure A – Remuneration Details; Annexure B – Terms and Conditions of Employment Annexure C - Acceptance Copy.

I accept the employment offer on the stipulated terms and conditions (including Annexure A and B) and shall join the Company on

_____ Date & Signature _____.

Annexure A – Remuneration Details**Name: Ms Rutuja Kadam****Designation: Officer KPO****GCM Level: GCM 1**

Compensation Components	Annual (Rs.)
<u>Salary & Allowances</u>	
Basic Salary	120500
House Rent Allowance	24100
Advance Statutory Bonus	30700
Basket of Allowance	496
Total Salary & Allowances (A)	175796
Company's Contribution to Provident Fund (PF) (B)	18204
Total Cost to Company (CTC) C = (A+B)	194000

Notes:

- (1) The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
- (2) All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on statutory regulations.
- (3) As per the Company policy, you will be covered under a company provided Medical Insurance.
- (4) You can opt for Provident Fund @12% of basic as your contribution and company contribution towards Provident fund. This is a Scheduled activity you will be communicated in advance to avail this benefit.
- (5) Advance Statutory Bonus amount is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in the future. The frequency of payment of "Bonus" Component is subject to further modification as per Management Discretion.



Adarsh Krishna
Head - Global Recruitment Cell

Annexure B – Terms and Conditions

1. Work Related:

1.1 The Employee shall devote his/her full time to the work of Syntel Private Limited, (hereinafter referred to as "Company"), and shall not undertake any other direct / indirect business/work/assignment etc. even on part-time basis whether honorary or remunerative, except with the prior written permission of the Company.

1.2 The appointment is being made in good faith on the basis of the Employee's resume and other information as provided by the Employee during the course of interview and mutual discussions. Company reserves the right to make suitable formal/ informal checks with educational institutions and previous employers of the Employee as may be applicable. The Employee is requested to produce all the documents as mentioned in the checklist attached on their date of joining. Any discrepancy in the information/ data provided by the Employee shall result in the termination of employment forthwith and the Employee shall indemnify the Company in full, for any losses suffered by the Company.

1.3 The Employee's designation is merely indicative of the responsibilities, which he/ she is required to carry out. Company shall be entitled to require the Employee, at any time, to perform any other administrative, managerial, supervisory, and/ or other functions and the Employee will be bound to carry out such functions by using his/her best efforts and, act in good faith and in the best interests of the Company.

1.4 The Employee shall not accept any presents, commissions or any kind of gratification in cash or kind from any person, party, firm or company having dealings with the Company or Company's group of companies and if the Employee is offered the Employee shall report the same immediately to the Company.

1.5 The Employee shall maintain and keep in his/her safe custody such books, registers, documents and other papers as may be issued to him/ her or may come in the Employee's possession and shall return the same when required by the Company.

1.6 The Employee will comply with all rules, regulations and procedures including service rules, practices, policies, etc. established by the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company. The Employee shall be bound by the same.

2. Location

2.1. The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately.

2.2 For Company Initiated Relocation Request

In the event that you are required by Atos|Syntel to relocate, Atos|Syntel may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below:

- a) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not

limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

3. Entitlement to Work

3.1 Procurement and timely renewal of relevant work permit in India shall solely be your responsibility and the Company shall render reasonable assistance and support on documents that you may require for this purpose. Your employment is subject to and conditional on you being legally entitled to live and work (for the Company) in India. You undertake to notify the Company immediately if You cease to be so entitled, in which event Your employment shall be deemed terminated and no compensation (with the exception of statutory dues payable, if any) shall be payable to You by the Company. The Company shall not be responsible for any liability whatsoever arising thereof.

4. Probationary Period

4.1. Probation clause will not be applicable to you, as your employment with the Company will be confirmed with effect from your date of joining.

5. Integrity and Professionalism

5.1 The company shall conduct reference checks, background checks and/or drug test before your date of joining with the company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the company. This offer is subject to your satisfactory completion of all the above verification made by the company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo background verification/ medical examination if and when considered necessary.

6. Former Employer

6.1 In the event of You becoming party to any proceeding/(s) brought by any former employer at any time during or after Your employment with the Company, You recognize and agree that You shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in Your response to such action or proceeding whether at Your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of Atos|Syntel group of companies or its directors, officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.

6.2 You have represented to the Company that You are not subject to party to any restrictive covenant, non-compete, non-solicitation, intellectual property, or confidentiality agreement or any other agreement that would limit or restrict Your scope and ability to work in any way for the Company or any member of the Company's group of Companies.

6.3 You have represented that you are not bound by any previous agreement in any way whatsoever from your previous employment that would limit or restrict your scope of ability to work in any way for the Company or Company's group of Companies. In the event of you

having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.

6.4 In case of any breach or misrepresentation on Your part in the above, the Company reserves its right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by You in respect of any litigation/proceedings that the Company or any member of Company's group of Companies may have to face on account of your breach or misrepresentation as above.

7. Hours of work

7.1 Details with regards to Hours of work is covered in our Company's Policy which is available in our internal portal for the employees to refer. Further you will be required to work the hours necessary to fulfill the responsibilities of your role.

8. Remuneration

8.1 The entitlements of your Total Compensation are subject to any Company policy, procedure or guideline that may be issued from time to time. All perquisites and benefits including reimbursements if any applicable to you are subject to applicable tax provisions which may be applicable including taxation on perquisite value.

8.2 Your remuneration package has been shared with you as part of the offer letter issued to you.

9. Retirement

9.1 The Employee will retire from the Company services on reaching the age of 60 (sixty) years or earlier if found medically unfit. The age or date of birth already given by the Employee in his/her application form would be treated as binding and final. The actual date of retirement shall be the last date of the calendar month in which the Employee was born.

10. Medclaim, Personal Accident Insurance

10.1 You will be covered by the Company's Medclaim and Personal Accident Insurance Policy as per its rules/ regulations.

11. Annual Leave and Public Holidays

11.1 Our leave year runs from 1 January to 31 December. Your annual leave entitlement will be 33 days. Additional paid holidays are declared each year for public holidays and the Company will update the list of paid holidays for the calendar year in the internal portal of the Company.

11.2 You will be eligible for leave as per the Policy announced by the Company from time to time. All leave applications, approvals, rejections, etc., must be in line with the HR Policy laid down and as applicable from time to time. The Company reserves the right to cancel any approved leave for reasons of business requirements and you are expected to provide full co-operation and adhere to such requests of the Company. The Company is also entitled to, suo moto, ask you to go on leave for such number of days and on such terms and conditions as intimated to you by the HR Department without assigning any reason to you.

11.3 Any un-authorized leave or excess leave by you will entitle the Company to terminate your employment.

11.4 Full details of the policy regarding annual leave and holidays are available on the Company's internal portal.

12. Specialized Training and Knowledge Acquisition

12.1 If the Employee has to undergo any specialized training in the Company or arranged by the Company, the Employee will have to execute a training agreement and an indemnity bond to serve the Company for a minimum period as mentioned in the said training

agreement and an indemnity bond. Any violation of the terms will entitle the Company to recover liquidated damages as mentioned in the said training agreement and an indemnity bond. During employment, Employee agrees to undergo any specialized training as required by the Company.

12.2 On deputation to a client site for knowledge acquisition and subsequent knowledge transfer on a client's application, either for development, enhancement, maintenance, support or otherwise, the Employee will be understood to have gathered intellectual property on behalf of the Company. As a consequence, the Employee commits to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond from the date of return to India from the onsite engagement. Any breach of this clause will entitle the Company to recover liquidated damages as mentioned in the training agreement and an indemnity bond.

13. Confidentiality

13.1 So long as the Employee is in the employment of the Company, providing certain products and/or services to the Company and/or on behalf of the Company, he/ she will, at all times, observe secrecy and confidentiality in respect of technical, trade or business data or any other information that might come to his/her knowledge or possession (herein collectively referred to as the "Confidential Information"), which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore. The Employee shall use the Confidential Information solely for the purpose of and on behalf of the Company. The Employee will not disclose Confidential Information without authority of the Company to anyone other than the Company's authorized person and even after the Employee has ceased to be in the service of the Company, the Employee shall not disclose Confidential Information to anyone. The Employee hereby acknowledges that the Company and its clients are subject to certain privacy regulations and/or contractual obligations, pursuant to which the Company shall be required to obtain certain undertakings from the Employee with regard to privacy, use and protection of non-public information of the Company and/or its clients (of client's customers) or any prospective clients. Employee agrees that (a) he/she shall not disclose or use any client/customer data except to the extent necessary to carry out its obligations under this Agreement and in accordance with applicable privacy laws; (b) he/she shall not disclose client data to any third party without the prior consent of the Company and/or client (c) he/she shall maintain, effective information security measures, in accordance with the policies of the Company and /or client and as otherwise necessary to protect client data from unauthorized disclosure or use; and (d) he/she shall notify the Company in writing immediately upon becoming aware of any such unauthorized disclosure or use of the Company and/or client data in detail. The obligations set forth in this clause shall survive termination of the Agreement indefinitely.

13.2 The term "Confidential Information" does not include information which (i) is already in Employee's possession, or (ii) becomes generally available to the public other than as a result of a disclosure by the Employee or (iii) becomes available to the Employee on a non-confidential basis from a source other than the Company and/or Company's clients. Employee further agrees that disclosure of the same shall be with prior permission of the Company.

13.3 The Employee agrees to promptly re-deliver to the Company, upon request/ in the event of his/ her ceasing the employment with the Company, i) all drawing, blue print or other reproductions or other data, tables, calculations, letter or other documents or other writing or copy of writing of any nature whatever pertaining to the business of the Company, ii) Confidential Information including all Intellectual property rights, whether registered or unregistered on any tangible media. The Employee will not retain any copies, extracts or other reproductions in whole or in part of such material. The Employee further agrees that breach of this confidentiality clause could cause irreparable damage to the Company and that the Company shall be entitled to any and all injunctive relief, as well as monetary damages, including reasonable attorney fees, for such breach.

13.4 From time to time, Company's customers/clients and other business requirements may require all employees to sign special Non-Disclosure Agreements ("NDA's"). These NDA's may be process/ client specific or could represent a regulatory requirement. The Employee agrees to sign and comply with the terms and conditions of the said NDA's, as and when required.

14. Data Protection

14.1 The Company may be required to process, transfer and store your personal and sensitive data in any of the other locations of the Company or any member of the Company's group of companies that may not be your home location (including amongst others, transfers of your health information to another office of the Company) for inclusion in our central HR system.

14.2 By signing this contract, you acknowledge and agree that we are permitted to collect and hold personal data about you as part of our personnel and other business records and that the Company may use such information for the purpose of conducting background checks, administering your employment and other purposes directly related to your employment.

14.3 You agree that we may disclose such data to third parties in the event that such disclosure is in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

14.4 For further information, please refer to the Information Security Policy, which is available on the Company's internal portal.

15. Period of Notice

15.1 You or the Company may terminate your employment by giving the other party written notice as follows: -

- a) Notice period will be 45 days . During the term of Your employment, if You undergo any change in GCM Level, notice period prevailing to that GCM Level will be applicable to You as per HR Policy.
- b) If you have signed any other agreement with the Company or any member of Atos Syntel group of companies that provides for a larger notice period than enumerated in Section 15.1 (a), then that larger notice period shall apply. (The above is collectively referred to as "Notice Period"). The expression like being in the employment of the Company, during your employment term etc., includes Notice Period also.

15.2 The Company reserves the right to make a payment of basic pay in lieu of such Notice Period.

15.3 The Company may terminate your employment summarily with immediate notice in the event of gross misconduct/misdemeanor or a serious breach of your employment obligations.

15.4 We may, at any time during your Notice Period (whether notice is given by you or by the Company), and in Our absolute discretion alter your duties.

16. Return of Property

16.1 When Your employment ends (or earlier on demand by the Company) you are required to return all Confidential Information, and all the Company property and equipment in an acceptable condition.

16.2 Subject to any written regulations issued by the Company which may be applicable, neither You nor any member of Your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by You on behalf of the Company and/or any member of Company's group of companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit You will forthwith account to the Company or the relevant member of Company's group of companies for the amount received or the value of the benefit so obtained

17. Receipt of Payments and Benefits from Third Parties

17.1 Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Companies for the amount received or the value of the benefit so obtained. Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of the Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Group of Companies for the amount received or the value of the benefit so obtained.

18. Conflict of Interest

18.1 You undertake and agree to mention that you would conduct yourself with the highest standards of integrity, honesty and fairness to avoid any conflict between your personal interests and the interests of the Company. You further state that you do and would not have any direct or indirect interest in a competitor, customer/client or vendor/supplier of the Company or to any member of Company's group of companies to the extent or nature that it affects, or appears to affect, your responsibilities to the Company. The interest shall also apply in the manner of seeking or accepting any form of benefit, gift, privilege, financial interest, employment with or become directly or indirectly involved as an independent contractor, consultant or otherwise with any competitor/client/vendor of the Company or any member of Company's group of companies. You shall not personally take advantage of a business opportunity rightfully belonging to the Company or any member of Company's group of companies or derive personal profit, gain or advantage (other than rightful compensation from the Company) as a result of any transaction undertaken on behalf of the Company or any member of Company's group of companies.

19. Policies and Procedures

19.1 The Company has adopted a number of employment and business policies and procedures. You must comply with the Company's policies and procedures (as amended, removed or replaced from time to time), including the Code of Conduct and or the employee handbook. You will have access to all of the Company policies and procedures including the Code of Conduct, on the Company's internal portal site. You must familiarize yourself with them and you agree to be bound by them as applicable from time to time. No separate agreement is required for you to be bound by such policies and procedures from time to time.

19.2 We reserve the right to change existing policies and procedures or introduce new ones from time to time. Information about new policies and procedures or changes to existing ones including the Code of Conduct will be communicated through the Company's internal portal and/or employee communications.

19.3 Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the Company's policies and procedures up to and including dismissal.

19.4 You also declare that You have not been convicted nor pleaded guilty for violating any central, state or local law, regulation or ordinance nor has any criminal charges presently pending before any court of law.

19.5 You understand and agree that you will not involve/make the Company and/or any member of Company's group of companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of Company's group of companies indemnified at all times should the Company and/or any member of Company's group of companies suffers or incurs any damages and expenses whatsoever in this regard.

19.6 Should you be alleged/convicted in any crime or offence in any country of whatsoever nature, you will immediately inform Our HR and adhere to all the disciplinary procedures as the circumstances may demand.

20. Information, Assets and Systems:

20.1 When you join the Company You may have access to phones, e-mail, the Company's internal portal, internet and other equipment and systems. These form part of Our IT and communication systems and you will be required to use them in accordance with the policies relating to them. We may implement our disciplinary procedure if you fail to comply with them and in certain circumstances, this could amount to gross misconduct leading to dismissal. You should refer and adhere to the Code of Conduct and the Company Policy Standards for further information on these policies.

21. Deductions from Remuneration

21.1 The Company may deduct from your remuneration any overpayment made to you, any benefits including leave taken by you beyond entitlement or amounts owed by you to the Company, to the extent permitted by law.

22. Discipline:

22.1 Details of our disciplinary procedures are available on the Company's internal portal. These procedures do not form part of your Employment Agreement.

22.2 We reserve the right to place you on leave of absence ("Suspension") at any time during your employment, on terms and for periods as we determine appropriate pursuant to applicable laws. This includes (but is not limited to) where we are carrying out investigation and/or disciplinary procedures against you for breach of Terms of Employment or other allied matters.

23. Taxes:

23.1 You shall be solely responsible for declaring and paying all taxes to the relevant tax authorities due on payments made and benefits provided to you by the Company and/or any member of Company's group of companies. The Company shall deduct any statutory dues/taxes from amounts paid to you, as per applicable laws.

24. Changes to Your Terms of Employment

24.1 On matters not specifically covered in the Terms of Employment, You shall be governed by the Company's Policies/ Terms and Conditions/ employee handbook service rules, practices, etc. which are liable for modifications, additions, total or partial withdrawal, suspension/ revocation, etc. from time to time. The Company's decision on all such matters shall be final and binding on you.

24.2 In relation to the benefits (not being a statutory benefit) referred to in this Employment Agreement, we reserve the right to withdraw and/ or alter their terms without notice at any time. We will exercise reasonable discretion if we change the benefits or exclude you from them.

25. Warranty

25.1 You represent and warrant that You are not subject to any agreement, arrangement, contract, understanding, court order or

otherwise, which in any way directly or indirectly restricts or prohibits You from fully performing the duties of Your employment, or any of them, in accordance with the terms and conditions of this Employment Agreement.

26. Entire Agreement

26.1 These terms and conditions supersede any previous agreement, whether oral or in writing, between you and the Company or any other member of Company's group of companies in relation to the matters dealt herein and represent the entire agreement between you and the Company. This Employment Agreement or any part thereof may be modified in writing and all such modifications shall be effective when signed by both the parties hereto.

27. Waiver

27.1 It is hereby agreed that failure of the Company to enforce at any time or for any period of time the terms and conditions contained herein shall not be construed to be waiver of any of the terms and conditions or of the right thereafter to enforce each and every term and condition of this Employment Agreement.

28. Software Related:

28.1 The Employee is strictly prohibited from bringing in the office premises, any unauthorized or infringed copies of software or downloading any infringed or non-patented software in the computer systems (from external sources or otherwise) or copying software from one computer system to another which may include any violation of the provisions of the Copyrights Act or any other intellectual property rights (IPR) laws. Employee shall not introduce or bring into the Company or its clients' systems, any virus, Trojan horses, computer code designed to disrupt, disable, harm, or otherwise impede the operation of software or firmware or any computer or network or that would disable the software or firmware or any computer or network or impair in any way their operation. Violation of this clause will be regarded as a serious offence and the Employee will be subjected to appropriate disciplinary action as per the policies of the Company. For the purpose of maintaining confidentiality of data, information, assignment of IP rights, non-solicitation, non-compete, non-diversion the term State Street Syntel Services Pvt. Ltd is deemed to include the Company and all its affiliated group companies.

29. Intellectual Property Rights:

29.1 The Employee agrees to inform the Company of full details of all the inventions, discoveries, concepts, ideas, etc. (collectively called "Developments"), whether patentable or not, including but not limited to, hardware and apparatus, products, processes and methods, formulae, computer programs and techniques, as well as any improvements and related knowledge, which the Employee conceives, improves, completes, or puts in to practice (whether alone or jointly with others) while being in the employment of the Company, and which relate to the present or prospective business, work or investigations of the Company; or which result from any work the Employee does, using any equipment, facilities, materials or personnel of the Company; or which has or have been developed by the Employee or under the Employee's supervision, or which result's from or are suggested by any work, which the Employee does or may do for the Company.

29.2 The ownership of all "developmental" work and documentation created by the Employee shall from the moment of its creation, vest in the Company. Thus, the Employee agrees to assign and hereby assigns to the Company/ Companies nominee, Employee's entire right, title and interest in —

- All Developments;
- All trademarks, copyrights and mask work rights in the developments; and
- All patent applications filed, patents granted on any development, including those in foreign countries, which the Employee conceives or makes (whether alone or with others) while being in the employment of the Company or within two (2) years of the end of their employment (if conceived as a result of the Employment with the Company).

29.3 The Employee acknowledges existence of the Company's present and future products, know-how, processes, software products, programs, codes, documentation and flowcharts in any form and agree to abide by the procedures of the Copyright Law or any other applicable IPR laws in force, in India and foreign countries, which prohibits the reproduction of such protected works, in whole or in part, or in any form or by any other means, without the prior written permission of the Company.

29.4 The Employee agrees to assign to the Company his/her entire right, title and interest in any invention or improvement that the Employee might make solely or jointly with others, during the course of his/her employment with the Company relating to any and all products, services, software, software tools marketed or manufactured or developed and that the Employee will perform any acts and execute such documents, without expenses to the Employee which, in the judgments of the Company or its attorneys may be needful or desirable to secure to the Company, patent protection and any or all rights relating to such invention or improvement.

30. Non-solicitation / Non-compete:

30.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party, solicit business from or perform services for any the Company's client or any prospective client, with whom he/she had any contact with or exposure to pursuant to this Employment Agreement.

30.2 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, seek engagement or employment, either full-time or contractually with any organization that is likely to deploy the Employee on project or assignment in Offshore or Onsite client engagement where the Company is already working for the same client and where the Employee had been engaged in a project with the client organization for a period exceeding one month.

31. Non-diversion of Employees:

31.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party solicit and/or offer an employment to a persons, who are then, or were during the previous six (6) months, employees of the Company or any the Company subsidiary / associate / affiliate.

32. Remedies:

32.1 The Employee agrees that his/her failure or neglect to perform, keep, or observe any term, provision, condition, covenant, warranty, or representation contained in this Employment Agreement, the confidentiality agreement or any other agreement between the Employee and the Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

33.2 Remedies for damages procuring prior to the Company's knowledge of breach or until action in breach ends and related in any way to the effects of the breach shall include but not be limited to monetary damage, liquidated damage, attorney's fees and other cause related to the action.

33.0 Governing Law:

33.1 The validity, construction, interpretation and performance of this Employment Agreement will be governed by Indian laws and adjudicated upon by a competent court in Pune.

34.0 Severability:

34.1 If any clause in this employment agreement is held invalid, illegal or unenforceable for any reason, that provision shall be severed and the remainder of the provisions of this employment agreement will continue in full force and effect as if this employment agreement had been executed without such invalid provision.

35. Clarifications:

For any further clarifications about the above clauses or any interpretation of the above clauses, the Employee may approach their Vertical HR.

36. Notices

36.1 All notices under this Employment Agreement shall be sent by post and/or email at the following addresses

For Syntel Private Limited,

Building No. 4, mindspace, thane-belapur Road, Airoli, Navi Mumbai 400708 India | Tel: +91- 22 41132

For **Ms. Rutuja Kadam**

A502, Bhadran Nagar, S.V. Road, Malad, Mumbai - 400064.

Each party shall notify the other about any change in address at least 15 days prior to the change happening. Notice sent to you at the above address or the current communication address as per company records shall be deemed as sufficient service during and after the term of this Employment Contract.

Please indicate your acceptance of these terms and conditions by signing the duplicate copy of this Employment Agreement and returning it to the Company.

I, the undersigned, have read and agree to be bound by the terms and conditions of employment as stated in this Employment Agreement.

I understand that the Company may vary the terms and conditions of employment from time to time and I agree to be bound by the same.

For Syntel Private Limited,

I have read and confirm myself to be
Bound by the terms of these Terms and Conditions as part of
the Terms of Employment agreed to

Adarsh Krishna

Date.....

Signature & Date.....

Employee Name.....

Emp ID.....

Date: October 11, 2021

To

Rutuja Shinde,

Location: Mumbai

India Business Title: Associate - Financial Services Operations Representative

Workday Title: Financial Services Operations Representative I

Grade: S1

Dear Rutuja Shinde,

Sub: Appointment Letter

DST Worldwide Services India Private Limited is pleased to appoint you in its services with effect from October 13, 2021 subject to the terms and conditions set out in this letter.

You hereby acknowledge that the terms and conditions of employment as set out in this letter shall be governed by the policies and guidelines issued by the Company from time to time. You agree to be bound by any and all such policies and guidelines and acknowledge that such policies and guidelines may be amended or modified or withdrawn from time to time at the sole discretion of the Company. Such change shall be notified by the Company to you at the earliest opportunity and shall be binding upon you.

1. Designation:

- 1.1 The Company agrees to employ you, and you agree to act as "Associate - Financial Services Operations Representative" (India Business Title)" and serve the Company upon the terms and subject to the conditions set out in this letter. Your designation is subject to change as per the roles, responsibilities and work assigned to you from time to time.

2. Compensation:

- 2.1 You will be entitled for an annual cost to company (CTC) of Rs. 2,30,784 (Rupees Two Lakh Thirty Thousand Seven Hundred EightyFour Only) per annum. For details of your remuneration structure, please refer to the enclosed Annexure-A.
- 2.2 All amounts payable by the Company under this letter shall be subject to such withholding tax, tax deduction at source or any other taxes as may be required under applicable laws, other

DST Worldwide Services India Private Limited Unit # 301, 3rd Floor, Building 5 & 6, Mind space IT Park,
MIDC INDL Area, Airoli, Navi Mumbai, Maharashtra - 400708, India T +91-22-50294444

Registered Office : 5th Floor, Block B, Q City, Nanakramguda, Central University Campus, Gachibowli,
Hyderabad - 500046, Telangana, India. T +91 - 40 - 66125555, F +91-40-66125999

CIN # U72200TG2000PTC034128



Devashree Das Belel 2 Feb

to me ▾



Hi Saima,

Trust you are doing well.

Thank you for showing interest in working with iThink Logistics. We are just a few formalities away from getting down to work. Please take the time to review our formal offer. It includes important details about your compensation, benefits, and the terms and conditions of your anticipated employment with iThink Logistics.

Your date of joining will be 04th February 2022, Friday.

Please indicate your agreement with the terms and accept this offer by signing and dating this agreement.

Kindly share the listed documents below as well.

1. Passport size photo.
2. Aadhar card.
3. Pan card
4. Highest Educational Marksheet

Regards,



Appointment Letter

Ms. Sangeeta Ajay Saroj,
Turbhe,
Navi Mumbai

Congratulations!

Dear Ms. Sangeeta,

I am pleased to inform you that with reference to your interview, you have been selected for the post of Social Science Teacher at VDS Public School, Turbhe with the effect from 1st November 2021.

Your annual salary will be Rs. 84,000/-

All the term and conditions with the other benefits are mentioned on the attached employment agreement form.

I congrats you and welcome you onboard on behalf of all the teaching and administration staff of VDS Public School, Turbhe.

I hope that we together will work very hard to achieve the goals of our school.



Yours Sincerely,

Principal

VDS Public School

2022, 10:02 am Vaibhav, <vaibhav@mansukh.in> wrote:

w [mailto:vaibhav@mansukh.in]
 ch 2022 18:57
 andak'
 ate'; 'Manita Chhajjer'; 'Anju Bohra'
 interested student list for the profile

lya,

the Day?!"

o inform you that you have been selected for the profile of Executive - HR with our company and offer you to join your duties on 02.03.2022.
 e Salary offered below:

	₹5,750
F	-
SI	396
	₹5,254
F	-
SI	114
l Tax	200
	₹4,940

probation for a period of 6 months. The detailed appointment letter will be issued on the date of your joining duties as per the terms and conditions discussed during the interview.
 red to forward your consent for acceptance of the above position by mail along with confirmation of your joining date.
 you and expect a long term mutual beneficial association...

CERTIFICATE OF INTERNSHIP

This is to certify that Miss SEJAL SANTOSH SINGH (having PAN - MATPS8899G and Aadhaar No. 817536819589), daughter of Shri Santosh Komal Singh, currently residing at 12/8A, Hashimpur Road, Near Kamala Nehru Hospital, Prayagraj (U.P.) and pursuing Bachelor in Commerce (Accounting and Finance) course from Ghanshyamdas Saraf College of Arts & Commerce, Mumbai has worked as an Intern in our Firm, M/s SANJAY TALWAR & ASSOCIATES, Chartered Accountants, situated at 14/7, Stanley Road, Civil Lines, Prayagraj – 211001 (U.P.) for the period January 12, 2022 to February 22, 2022.

During her internship, she has maintained books of accounts and done accounts finalisation in accounting software, Tally ERP-9 and filed GST Returns. Moreover, her work performance with our organisation has been highly satisfactory.

For M/s Sanjay Talwar & Associates
Chartered Accountants



(CA. Subrata Kumar Routh)

Partner

Mem. No. 421347

Date: 01-Mar-2022

Place: Prayagraj



Date: 24TH AUGUST 2021

MS.SHEEBA INDARJEET YADAV,
ROOM NO 300, SANJAY NAGAR,
WALBHAT ROAD, CAMA ESTATE,
NEAR KUSUM MASHALA,
GORGAON EAST S.O, MUMBAI,
MAHARASHTRA-400063

Subject: Letter of Appointment

Dear MS. SHEEBA,

This has reference to your application and subsequent interviews you have had with **Varna Infra & HR Services**. We are pleased to appoint you as **Operation Executive**. your employment will be governed by the following terms and conditions:

1. Monthly NET Salary

You will be paid a monthly net salary of **Rs.8000/-** per month.

2. Working Hours

Your working hours will be 9.30 am to 7.30 pm as per the current company policy. The company observes a 6 day work week. Owing to work exigencies, an employee's working hours maybe different from the timings mentioned above.

3. Salary Increase

Increase in your salary will be reviewed periodically as per the policy of the Company. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performance during the period of review.

4. Probation Period

You will be on probation for a period of **three months** from the date of your appointment. On satisfactory completion of the probation period, you will be confirmed in service.

If not confirmed after six months, this order will continue to be in operation, and the probation period will stand extended automatically till further notice.

5. Responsibilities

In view of your office, you must effectively perform to ensure results. Your performance would be reviewed as per the Company's Performance Management System. Some important responsibilities are as follow:-

- Daily basis updation of BGV data and payment sheet.
- Sending payslip, offer letters, id cards, payment UTR detail (location wise) to every clients.
- Resolve the problem with client coordination and also with the internal team coordination.

6. Notice Period

While on probation, this appointment may be terminated by either side by giving **fifteen days' notice**, or **fifteen days salary in lieu of notice period**.

On confirmation, this appointment may be terminated by either side by giving one months' notice or one months. salary in lieu of notice period.

Should you resign after confirmation, the Company will have the option to accept your resignation either with immediate effect, and pay you three months' salary in lieu of notice period or accept it effective any day up to the end of the notice period and pay you salary for the remaining period from the acceptance of resignation till the end of the notice period.

Your services can be terminated directly by the Authorized HR without any notice if the company management finds that you are incapable for work or you are doing against the company.

7. Confidential Information

You will not, at any time, without the consent of the Company disclose or divulge or make public except under legal obligation, any information regarding Companies affairs of administration or research carried out, whether the same may be confided to you or become known to you, in the course of your service or otherwise.

You will not work anywhere else, directly or indirectly or doing any business, part time or otherwise. If we found that you are involve in any activity then company can hold your salary and you can not claim the same.

8. General

The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.

Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you to the **Varna Infra & HR Services** family and trust **we** will have a long and mutually rewarding association.



(Authorized Signatory)

FOR Varna Infra & HR Services

Sign & Accept

MS. SHEEBA INDERJEE YADAV

Date: 27-Dec-2021

Mr SHRAVANSINGH RATHOD,
D 102 SAI JESAL BUILDING
CABIN CROSS ROAD NEAR SAI JESAL
MANDIR BHAYANDAR EAST THANE
MUMBAI-401105.

Subject: Employment Letter

Dear SHRAVANSINGH,

We are pleased to inform that you have been selected for employment with Syntel Private Ltd as Officer KPO (GCM 1). Your total emoluments are Rs. 194000/- per annum and are described in "Annexure A". Your salary/emoluments shall be kept strictly confidential and you shall not disclose the same to any third party.

The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 45 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the Company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

Your retention in Company's employment will be subject to your being found and remaining medically (physically and mentally) fit. The Company reserves the right to ask you to undergo medical examination as and when considered necessary.

The Company shall conduct reference checks, background checks and/or drug test before your date of joining with the Company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the Company. This offer is subject to your satisfactory completion of all the above verification made by the Company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The Company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

The terms and conditions of the employment are listed in "Annexure B".

You are requested to report to duty in our office on **28-Dec-2021**, at **9.30 am** at the following address: **2nd Floor, Building No 4, Raheja Mindspace Nr Airoli Railway Station, Airoli, Navi Mumbai 400708, failing which this employment offer shall be considered null and void.**

Please return the acceptance copy (Annexure C) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take this opportunity to welcome you to Company and look forward to a very fruitful association with you.

Yours sincerely,
For Syntel Private Ltd,



Adarsh Krishna
Head - Global Recruitment Cell

Encl: Annexure A – Remuneration Details; Annexure B – Terms and Conditions of Employment Annexure C - Acceptance Copy.

I accept the employment offer on the stipulated terms and conditions (including Annexure A and B) and shall join the Company on

_____ Date & Signature _____.

Annexure A – Remuneration Details**Name: Mr SHRAVANSINGH RATHOD****Designation: Officer KPO****GCM Level: GCM 1**

Compensation Components	Annual (Rs.)
Salary & Allowances	
Basic Salary	120500
House Rent Allowance	24100
Advance Statutory Bonus	30700
Basket of Allowance	496
Total Salary & Allowances (A)	175796
Company's Contribution to Provident Fund (PF) (B)	18204
Total Cost to Company (CTC) C = (A+B)	194000

Notes:

- (1) The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
- (2) All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on statutory regulations.
- (3) As per the Company policy, you will be covered under a company provided Medical Insurance.
- (4) You can opt for Provident Fund @12% of basic as your contribution and company contribution towards Provident fund. This is a Scheduled activity you will be communicated in advance to avail this benefit.
- (5) Advance Statutory Bonus amount is currently paid on monthly basis and is adjustable against any liability, statutory or otherwise that may arise in the future. The frequency of payment of "Bonus" Component is subject to further modification as per Management Discretion.


Adarsh Krishna**Head - Global Recruitment Cell**

Annexure B – Terms and Conditions

1. Work Related:

1.1 The Employee shall devote his/her full time to the work of Syntel Private Limited, (hereinafter referred to as "Company"), and shall not undertake any other direct / indirect business/work/assignment etc. even on part-time basis whether honorary or remunerative, except with the prior written permission of the Company.

1.2 The appointment is being made in good faith on the basis of the Employee's resume and other information as provided by the Employee during the course of interview and mutual discussions. Company reserves the right to make suitable formal/ informal checks with educational institutions and previous employers of the Employee as may be applicable. The Employee is requested to produce all the documents as mentioned in the checklist attached on their date of joining. Any discrepancy in the information/ data provided by the Employee shall result in the termination of employment forthwith and the Employee shall indemnify the Company in full, for any losses suffered by the Company.

1.3 The Employee's designation is merely indicative of the responsibilities, which he/ she is required to carry out. Company shall be entitled to require the Employee, at any time, to perform any other administrative, managerial, supervisory, and/ or other functions and the Employee will be bound to carry out such functions by using his/her best efforts and, act in good faith and in the best interests of the Company.

1.4 The Employee shall not accept any presents, commissions or any kind of gratification in cash or kind from any person, party, firm or company having dealings with the Company or Company's group of companies and if the Employee is offered the Employee shall report the same immediately to the Company.

1.5 The Employee shall maintain and keep in his/her safe custody such books, registers, documents and other papers as may be issued to him/ her or may come in the Employee's possession and shall return the same when required by the Company.

1.6 The Employee will comply with all rules, regulations and procedures including service rules, practices, policies, etc. established by the Company as may be communicated from time to time, which are subject to modifications at the sole discretion of the Company. The Employee shall be bound by the same.

2. Location

2.1. The Company is fully entitled to place you at any of its location/affiliates in India or abroad or at the Company's customer location within India or outside India as the Company deems appropriate based on its business requirements. You shall also be subject to any transfer by the Company on a temporary or permanent basis to other job functions, departments and/or locations or any affiliates of the Group Company, based on the Company's business requirements. Any rejection or non-acceptance by you shall be deemed to be a breach of the Terms of Employment agreement and shall be subject to disciplinary action including but not limited to termination of employment by the Company. While every attempt would be made to give you reasonable advance notice of such transfer, however in case of emergency such transfers may be made effective immediately.

2.2 For Company Initiated Relocation Request

In the event that you are required by Atos|Syntel to relocate, Atos|Syntel may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below:

- a) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not

limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

3. Entitlement to Work

3.1 Procurement and timely renewal of relevant work permit in India shall solely be your responsibility and the Company shall render reasonable assistance and support on documents that you may require for this purpose. Your employment is subject to and conditional on you being legally entitled to live and work (for the Company) in India. You undertake to notify the Company immediately if You cease to be so entitled, in which event Your employment shall be deemed terminated and no compensation (with the exception of statutory dues payable, if any) shall be payable to You by the Company. The Company shall not be responsible for any liability whatsoever arising thereof.

4. Probationary Period

4.1. Probation clause will not be applicable to you, as your employment with the Company will be confirmed with effect from your date of joining.

5. Integrity and Professionalism

5.1 The company shall conduct reference checks, background checks and/or drug test before your date of joining with the company through a third party agency at its sole discretion to verify and authenticate details and documents furnished by you to the company. This offer is subject to your satisfactory completion of all the above verification made by the company. The company also reserves the rights to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. Background verification includes but is not limited to verification of your employment history and qualifications. The company reserves the right to make suitable formal/informal checks with the educational institutions and your former employers at its own discretion and you shall be deemed to have consented the company to do so. Company reserves the right to withdraw this offer of employment or terminate your employment if the result of any background screening check (which may be conducted at any time prior to or during your employment) or any act on your part which demonstrates (at the discretion of the Company) that you will not be able to carry out the inherent requirements of your employment to the Company's standards of integrity and professionalism.

Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo background verification/ medical examination if and when considered necessary.

6. Former Employer

6.1 In the event of You becoming party to any proceeding/(s) brought by any former employer at any time during or after Your employment with the Company, You recognize and agree that You shall have full and sole responsibility of responding to such action or proceeding and that the Company shall have no responsibility to participate in Your response to such action or proceeding whether at Your own costs or otherwise. You agree that you are not expected, at any time, to disclose, to the Company and/or any member of Atos|Syntel group of companies or its directors, officers or agents, the trade secrets or any other confidential information of your former employer or any other entity.

6.2 You have represented to the Company that You are not subject to party to any restrictive covenant, non-compete, non-solicitation, intellectual property, or confidentiality agreement or any other agreement that would limit or restrict Your scope and ability to work in any way for the Company or any member of the Company's group of Companies.

6.3 You have represented that you are not bound by any previous agreement in any way whatsoever from your previous employment that would limit or restrict your scope of ability to work in any way for the Company or Company's group of Companies. In the event of you

having any obligation binding from your previous employer, you undertake to declare and hold the Company harmless and not responsible thereby releasing the Company from any such dispute related to your previous employment.

6.4 In case of any breach or misrepresentation on Your part in the above, the Company reserves its right to terminate your services forthwith which will be without prejudice to the right of the Company to be indemnified by You in respect of any litigation/proceedings that the Company or any member of Company's group of Companies may have to face on account of your breach or misrepresentation as above.

7. Hours of work

7.1 Details with regards to Hours of work is covered in our Company's Policy which is available in our internal portal for the employees to refer. Further you will be required to work the hours necessary to fulfill the responsibilities of your role.

8. Remuneration

8.1 The entitlements of your Total Compensation are subject to any Company policy, procedure or guideline that may be issued from time to time. All perquisites and benefits including reimbursements if any applicable to you are subject to applicable tax provisions which may be applicable including taxation on perquisite value.

8.2 Your remuneration package has been shared with you as part of the offer letter issued to you.

9. Retirement

9.1 The Employee will retire from the Company services on reaching the age of 60 (sixty) years or earlier if found medically unfit. The age or date of birth already given by the Employee in his/her application form would be treated as binding and final. The actual date of retirement shall be the last date of the calendar month in which the Employee was born.

10. Medclaim, Personal Accident Insurance

10.1 You will be covered by the Company's Medclaim and Personal Accident Insurance Policy as per its rules/ regulations.

11. Annual Leave and Public Holidays

11.1 Our leave year runs from 1 January to 31 December. Your annual leave entitlement will be 33 days. Additional paid holidays are declared each year for public holidays and the Company will update the list of paid holidays for the calendar year in the internal portal of the Company.

11.2 You will be eligible for leave as per the Policy announced by the Company from time to time. All leave applications, approvals, rejections, etc., must be in line with the HR Policy laid down and as applicable from time to time. The Company reserves the right to cancel any approved leave for reasons of business requirements and you are expected to provide full co-operation and adhere to such requests of the Company. The Company is also entitled to, suo moto, ask you to go on leave for such number of days and on such terms and conditions as intimated to you by the HR Department without assigning any reason to you.

11.3 Any un-authorized leave or excess leave by you will entitle the Company to terminate your employment.

11.4 Full details of the policy regarding annual leave and holidays are available on the Company's internal portal.

12. Specialized Training and Knowledge Acquisition

12.1 If the Employee has to undergo any specialized training in the Company or arranged by the Company, the Employee will have to execute a training agreement and an indemnity bond to serve the Company for a minimum period as mentioned in the said training

agreement and an indemnity bond. Any violation of the terms will entitle the Company to recover liquidated damages as mentioned in the said training agreement and an indemnity bond. During employment, Employee agrees to undergo any specialized training as required by the Company.

12.2 On deputation to a client site for knowledge acquisition and subsequent knowledge transfer on a client's application, either for development, enhancement, maintenance, support or otherwise, the Employee will be understood to have gathered intellectual property on behalf of the Company. As a consequence, the Employee commits to serve the Company for a minimum period as mentioned in the said training agreement and an indemnity bond from the date of return to India from the onsite engagement. Any breach of this clause will entitle the Company to recover liquidated damages as mentioned in the training agreement and an indemnity bond.

13. Confidentiality

13.1 So long as the Employee is in the employment of the Company, providing certain products and/or services to the Company and/or on behalf of the Company, he/ she will, at all times, observe secrecy and confidentiality in respect of technical, trade or business data or any other information that might come to his/her knowledge or possession (herein collectively referred to as the "Confidential Information"), which according to the Company, are necessarily confidential and form valuable property of the Company and not made available to the trade and furthermore. The Employee shall use the Confidential Information solely for the purpose of and on behalf of the Company. The Employee will not disclose Confidential Information without authority of the Company to anyone other than the Company's authorized person and even after the Employee has ceased to be in the service of the Company, the Employee shall not disclose Confidential Information to anyone. The Employee hereby acknowledges that the Company and its clients are subject to certain privacy regulations and/or contractual obligations, pursuant to which the Company shall be required to obtain certain undertakings from the Employee with regard to privacy, use and protection of non-public information of the Company and/or its clients (of client's customers) or any prospective clients. Employee agrees that (a) he/she shall not disclose or use any client/customer data except to the extent necessary to carry out its obligations under this Agreement and in accordance with applicable privacy laws; (b) he/she shall not disclose client data to any third party without the prior consent of the Company and/or client (c) he/she shall maintain, effective information security measures, in accordance with the policies of the Company and /or client and as otherwise necessary to protect client data from unauthorized disclosure or use; and (d) he/she shall notify the Company in writing immediately upon becoming aware of any such unauthorized disclosure or use of the Company and/or client data in detail. The obligations set forth in this clause shall survive termination of the Agreement indefinitely.

13.2 The term "Confidential Information" does not include information which (i) is already in Employee's possession, or (ii) becomes generally available to the public other than as a result of a disclosure by the Employee or (iii) becomes available to the Employee on a non-confidential basis from a source other than the Company and/or Company's clients. Employee further agrees that disclosure of the same shall be with prior permission of the Company.

13.3 The Employee agrees to promptly re-deliver to the Company, upon request/ in the event of his/ her ceasing the employment with the Company, i) all drawing, blue print or other reproductions or other data, tables, calculations, letter or other documents or other writing or copy of writing of any nature whatever pertaining to the business of the Company, ii) Confidential Information including all Intellectual property rights, whether registered or unregistered on any tangible media. The Employee will not retain any copies, extracts or other reproductions in whole or in part of such material. The Employee further agrees that breach of this confidentiality clause could cause irreparable damage to the Company and that the Company shall be entitled to any and all injunctive relief, as well as monetary damages, including reasonable attorney fees, for such breach.

13.4 From time to time, Company's customers/clients and other business requirements may require all employees to sign special Non-Disclosure Agreements ("NDA's"). These NDA's may be process/ client specific or could represent a regulatory requirement. The Employee agrees to sign and comply with the terms and conditions of the said NDA's, as and when required.

14. Data Protection

14.1 The Company may be required to process, transfer and store your personal and sensitive data in any of the other locations of the Company or any member of the Company's group of companies that may not be your home location (including amongst others, transfers of your health information to another office of the Company) for inclusion in our central HR system.

14.2 By signing this contract, you acknowledge and agree that we are permitted to collect and hold personal data about you as part of our personnel and other business records and that the Company may use such information for the purpose of conducting background checks, administering your employment and other purposes directly related to your employment.

14.3 You agree that we may disclose such data to third parties in the event that such disclosure is in our view required for the proper administration of your employment and other matters directly related to your employment. This clause applies to information held, used or disclosed in any medium.

14.4 For further information, please refer to the Information Security Policy, which is available on the Company's internal portal.

15. Period of Notice

15.1 You or the Company may terminate your employment by giving the other party written notice as follows: -

- a) Notice period will be 45 days . During the term of Your employment, if You undergo any change in GCM Level, notice period prevailing to that GCM Level will be applicable to You as per HR Policy.
- b) If you have signed any other agreement with the Company or any member of Atos Syntel group of companies that provides for a larger notice period than enumerated in Section 15.1 (a), then that larger notice period shall apply. (The above is collectively referred to as "Notice Period"). The expression like being in the employment of the Company, during your employment term etc., includes Notice Period also.

15.2 The Company reserves the right to make a payment of basic pay in lieu of such Notice Period.

15.3 The Company may terminate your employment summarily with immediate notice in the event of gross misconduct/misdemeanor or a serious breach of your employment obligations.

15.4 We may, at any time during your Notice Period (whether notice is given by you or by the Company), and in Our absolute discretion alter your duties.

16. Return of Property

16.1 When Your employment ends (or earlier on demand by the Company) you are required to return all Confidential Information, and all the Company property and equipment in an acceptable condition.

16.2 Subject to any written regulations issued by the Company which may be applicable, neither You nor any member of Your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by You on behalf of the Company and/or any member of Company's group of companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit You will forthwith account to the Company or the relevant member of Company's group of companies for the amount received or the value of the benefit so obtained

17. Receipt of Payments and Benefits from Third Parties

17.1 Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Companies for the amount received or the value of the benefit so obtained. Subject to any written regulations issued by the Company which may be applicable, neither you nor any member of your family, nor any company or business entity in which You or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefit from third parties in respect of any business transacted (whether or not) by you on behalf of the Company and/or any member of the Group of Companies and if you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission or other benefit you will forthwith account to the Company or the relevant member of the Group of Companies for the amount received or the value of the benefit so obtained.

18. Conflict of Interest

18.1 You undertake and agree to mention that you would conduct yourself with the highest standards of integrity, honesty and fairness to avoid any conflict between your personal interests and the interests of the Company. You further state that you do and would not have any direct or indirect interest in a competitor, customer/client or vendor/supplier of the Company or to any member of Company's group of companies to the extent or nature that it affects, or appears to affect, your responsibilities to the Company. The interest shall also apply in the manner of seeking or accepting any form of benefit, gift, privilege, financial interest, employment with or become directly or indirectly involved as an independent contractor, consultant or otherwise with any competitor/client/vendor of the Company or any member of Company's group of companies. You shall not personally take advantage of a business opportunity rightfully belonging to the Company or any member of Company's group of companies or derive personal profit, gain or advantage (other than rightful compensation from the Company) as a result of any transaction undertaken on behalf of the Company or any member of Company's group of companies.

19. Policies and Procedures

19.1 The Company has adopted a number of employment and business policies and procedures. You must comply with the Company's policies and procedures (as amended, removed or replaced from time to time), including the Code of Conduct and or the employee handbook. You will have access to all of the Company policies and procedures including the Code of Conduct, on the Company's internal portal site. You must familiarize yourself with them and you agree to be bound by them as applicable from time to time. No separate agreement is required for you to be bound by such policies and procedures from time to time.

19.2 We reserve the right to change existing policies and procedures or introduce new ones from time to time. Information about new policies and procedures or changes to existing ones including the Code of Conduct will be communicated through the Company's internal portal and/or employee communications.

19.3 Disciplinary procedures or any other applicable procedures in the circumstances may be implemented for failure to comply with the Company's policies and procedures up to and including dismissal.

19.4 You also declare that You have not been convicted nor pleaded guilty for violating any central, state or local law, regulation or ordinance nor has any criminal charges presently pending before any court of law.

19.5 You understand and agree that you will not involve/make the Company and/or any member of Company's group of companies, as a party or otherwise, into any disputes/court proceedings/investigations/allegations arising out of or related to any matter which is personal to you. You also agree and undertake to keep the Company and/or any member of Company's group of companies indemnified at all times should the Company and/or any member of Company's group of companies suffers or incurs any damages and expenses whatsoever in this regard.

19.6 Should you be alleged/convicted in any crime or offence in any country of whatsoever nature, you will immediately inform Our HR and adhere to all the disciplinary procedures as the circumstances may demand.

20. Information, Assets and Systems:

20.1 When you join the Company You may have access to phones, e-mail, the Company's internal portal, internet and other equipment and systems. These form part of Our IT and communication systems and you will be required to use them in accordance with the policies relating to them. We may implement our disciplinary procedure if you fail to comply with them and in certain circumstances, this could amount to gross misconduct leading to dismissal. You should refer and adhere to the Code of Conduct and the Company Policy Standards for further information on these policies.

21. Deductions from Remuneration

21.1 The Company may deduct from your remuneration any overpayment made to you, any benefits including leave taken by you beyond entitlement or amounts owed by you to the Company, to the extent permitted by law.

22. Discipline:

22.1 Details of our disciplinary procedures are available on the Company's internal portal. These procedures do not form part of your Employment Agreement.

22.2 We reserve the right to place you on leave of absence ("Suspension") at any time during your employment, on terms and for periods as we determine appropriate pursuant to applicable laws. This includes (but is not limited to) where we are carrying out investigation and/or disciplinary procedures against you for breach of Terms of Employment or other allied matters.

23. Taxes:

23.1 You shall be solely responsible for declaring and paying all taxes to the relevant tax authorities due on payments made and benefits provided to you by the Company and/or any member of Company's group of companies. The Company shall deduct any statutory dues/taxes from amounts paid to you, as per applicable laws.

24. Changes to Your Terms of Employment

24.1 On matters not specifically covered in the Terms of Employment, You shall be governed by the Company's Policies/ Terms and Conditions/ employee handbook service rules, practices, etc. which are liable for modifications, additions, total or partial withdrawal, suspension/ revocation, etc. from time to time. The Company's decision on all such matters shall be final and binding on you.

24.2 In relation to the benefits (not being a statutory benefit) referred to in this Employment Agreement, we reserve the right to withdraw and/ or alter their terms without notice at any time. We will exercise reasonable discretion if we change the benefits or exclude you from them.

25. Warranty

25.1 You represent and warrant that You are not subject to any agreement, arrangement, contract, understanding, court order or

otherwise, which in any way directly or indirectly restricts or prohibits You from fully performing the duties of Your employment, or any of them, in accordance with the terms and conditions of this Employment Agreement.

26. Entire Agreement

26.1 These terms and conditions supersede any previous agreement, whether oral or in writing, between you and the Company or any other member of Company's group of companies in relation to the matters dealt herein and represent the entire agreement between you and the Company. This Employment Agreement or any part thereof may be modified in writing and all such modifications shall be effective when signed by both the parties hereto.

27. Waiver

27.1 It is hereby agreed that failure of the Company to enforce at any time or for any period of time the terms and conditions contained herein shall not be construed to be waiver of any of the terms and conditions or of the right thereafter to enforce each and every term and condition of this Employment Agreement.

28. Software Related:

28.1 The Employee is strictly prohibited from bringing in the office premises, any unauthorized or infringed copies of software or downloading any infringed or non-patented software in the computer systems (from external sources or otherwise) or copying software from one computer system to another which may include any violation of the provisions of the Copyrights Act or any other intellectual property rights (IPR) laws. Employee shall not introduce or bring into the Company or its clients' systems, any virus, Trojan horses, computer code designed to disrupt, disable, harm, or otherwise impede the operation of software or firmware or any computer or network or that would disable the software or firmware or any computer or network or impair in any way their operation. Violation of this clause will be regarded as a serious offence and the Employee will be subjected to appropriate disciplinary action as per the policies of the Company. For the purpose of maintaining confidentiality of data, information, assignment of IP rights, non-solicitation, non-compete, non-diversion the term State Street Syntel Services Pvt. Ltd is deemed to include the Company and all its affiliated group companies.

29. Intellectual Property Rights:

29.1 The Employee agrees to inform the Company of full details of all the inventions, discoveries, concepts, ideas, etc. (collectively called "Developments"), whether patentable or not, including but not limited to, hardware and apparatus, products, processes and methods, formulae, computer programs and techniques, as well as any improvements and related knowledge, which the Employee conceives, improves, completes, or puts in to practice (whether alone or jointly with others) while being in the employment of the Company, and which relate to the present or prospective business, work or investigations of the Company; or which result from any work the Employee does, using any equipment, facilities, materials or personnel of the Company; or which has or have been developed by the Employee or under the Employee's supervision, or which result's from or are suggested by any work, which the Employee does or may do for the Company.

29.2 The ownership of all "developmental" work and documentation created by the Employee shall from the moment of its creation, vest in the Company. Thus, the Employee agrees to assign and hereby assigns to the Company/ Companies nominee, Employee's entire right, title and interest in —

- All Developments;
- All trademarks, copyrights and mask work rights in the developments; and
- All patent applications filed, patents granted on any development, including those in foreign countries, which the Employee conceives or makes (whether alone or with others) while being in the employment of the Company or within two (2) years of the end of their employment (if conceived as a result of the Employment with the Company).

29.3 The Employee acknowledges existence of the Company's present and future products, know-how, processes, software products, programs, codes, documentation and flowcharts in any form and agree to abide by the procedures of the Copyright Law or any other applicable IPR laws in force, in India and foreign countries, which prohibits the reproduction of such protected works, in whole or in part, or in any form or by any other means, without the prior written permission of the Company.

29.4 The Employee agrees to assign to the Company his/her entire right, title and interest in any invention or improvement that the Employee might make solely or jointly with others, during the course of his/her employment with the Company relating to any and all products, services, software, software tools marketed or manufactured or developed and that the Employee will perform any acts and execute such documents, without expenses to the Employee which, in the judgments of the Company or its attorneys may be needful or desirable to secure to the Company, patent protection and any or all rights relating to such invention or improvement.

30. Non-solicitation / Non-compete:

30.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party, solicit business from or perform services for any the Company's client or any prospective client, with whom he/she had any contact with or exposure to pursuant to this Employment Agreement.

30.2 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, seek engagement or employment, either full-time or contractually with any organization that is likely to deploy the Employee on project or assignment in Offshore or Onsite client engagement where the Company is already working for the same client and where the Employee had been engaged in a project with the client organization for a period exceeding one month.

31. Non-diversion of Employees:

31.1 During the term of this Employment Agreement and for a period of one (1) year subsequent to the termination of this Agreement, the Employee will not, without the prior written consent of the Company, directly, indirectly, or through any other party solicit and/or offer an employment to a persons, who are then, or were during the previous six (6) months, employees of the Company or any the Company subsidiary / associate / affiliate.

32. Remedies:

32.1 The Employee agrees that his/her failure or neglect to perform, keep, or observe any term, provision, condition, covenant, warranty, or representation contained in this Employment Agreement, the confidentiality agreement or any other agreement between the Employee and the Company, will cause the Company immediate and irreparable damage and that the Company is, in addition to all other remedies available to it, entitled to immediate injunctive and equitable relief from a court having jurisdiction to prevent any breach and to secure the enforcement of its rights hereunder.

33.2 Remedies for damages procuring prior to the Company's knowledge of breach or until action in breach ends and related in any way to the effects of the breach shall include but not be limited to monetary damage, liquidated damage, attorney's fees and other cause related to the action.

33.0 Governing Law:

33.1 The validity, construction, interpretation and performance of this Employment Agreement will be governed by Indian laws and adjudicated upon by a competent court in Pune.

34.0 Severability:

34.1 If any clause in this employment agreement is held invalid, illegal or unenforceable for any reason, that provision shall be severed and the remainder of the provisions of this employment agreement will continue in full force and effect as if this employment agreement had been executed without such invalid provision.

35. Clarifications:

For any further clarifications about the above clauses or any interpretation of the above clauses, the Employee may approach their Vertical HR.

36. Notices

36.1 All notices under this Employment Agreement shall be sent by post and/or email at the following addresses

For **Syntel Private Limited,**

Building No. 4, mindspace, thane-belapur Road, Airoli, Navi Mumbai 400708 India | Tel: +91- 22 41132

For **Mr SHRAVANSINGH RATHOD**

D 102 SAI JESAL BUILDING,CABIN CROSS ROAD NEAR SAI JESAL, ,MANDIR BHAYANDAR EAST THANE,MUMBAI-401105.

Each party shall notify the other about any change in address at least 15 days prior to the change happening. Notice sent to you at the above address or the current communication address as per company records shall be deemed as sufficient service during and after the term of this Employment Contract.

Please indicate your acceptance of these terms and conditions by signing the duplicate copy of this Employment Agreement and returning it to the Company.

I, the undersigned, have read and agree to be bound by the terms and conditions of employment as stated in this Employment Agreement.

I understand that the Company may vary the terms and conditions of employment from time to time and I agree to be bound by the same.

For Syntel Private Limited,

I have read and confirm myself to be
Bound by the terms of these Terms and Conditions as part of
the Terms of Employment agreed to

Signature & Date.....

Adarsh Krishna

Employee Name.....

Date.....

Emp ID.....

APPOINTMENT LETTER

Dear Simmi Jain,

**Congratulation and Welco
me to Team of BRS**

Compensation: You will receive compensation of INR 7000/- Per Month for the actual days of working from assignment start date to actual end date.

Remuneration will be paid to you Within 5-10 Days after completion of every month.

Duration: Period of

Dear Tanvi,

Employment Agreement ("Agreement")

I

We are pleased to make this conditional offer of employment to you with **BNP Paribas Global Securities Operations Pvt. Ltd. ("BNPP")** in India on the terms and conditions set out in this agreement.

For the purposes of this Agreement, an "**affiliate**" shall include any subsidiary or holding company of BNPP.

1. **Commencement Date**

1.1. Your employment will commence on **March 21, 2022**, unless otherwise mutually agreed by you and BNPP in writing.

1.2. Your employment with BNPP will initially be subject to a probationary period of 6 months from the date of your commencement of employment with BNPP in India. You will not be considered as having successfully completed your probationary period unless and until a written confirmation is





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

From: **Vaishali Medda** <vaishalimedda73@gmail.com>

Date: Mon, 7 Mar, 2022, 12:45 pm

Subject:

To: <abhishek.rakshe@anudip.org>

Dear Vaishali,

We are pleased to offer you an appointment to the position of Sales Trainee in our organization. Details of the terms and conditions of offer are as under:

1. Your date of commencement of the training program is for two weeks beginning from 14th February, 2022 and ending on 28th February, 2022. It may be noted that if you do not report to work on or before the date specified above, it shall be deemed that you are not interested and the same will stand automatically withdrawn with effect from the said date.
2. Your continued participation in the training position will be dependent upon successful completion of courses and learning objectives as scheduled in the training plan. If you successfully complete the training program you will be offered a permanent position as Sales Specialist with our organization.
3. Your initial shift timing will be 10:00 am to 07:00 pm. Your weekly leaves as well as your shift timings are subject to change based on your roster or client's working hours.
4. While your initial place of posting will be at XLNC Academy International Pvt. Ltd. office in Goregaon Mumbai, you may be transferred to any of the company's offices or to any of the company's client locations in India or abroad.
5. Your Cost to the Company will be INR 3,60,000/-. Detailed salary structure will be shared post completion of the training program.
6. Your employment will be subject to the Terms and Conditions, mentioned in your appointment letter, which will be issued to you within 15 working days of your joining after receiving all the relevant documents.
7. Your appointment is contingent upon successful completion of a training, background check, documents submitted by you are sent for the necessary verification and authentication to the background verification agency.
8. Performance evaluation basis upon which the appointment letter will be released, will be on your successful completion of training which will include your performance, attendance and no disciplinary issues.

04-03-2022

Suchita Gupta
Mumbai

Subject: LETTER OF OFFER

Dear Suchita,

We thank you for your interest in discussing an opportunity to be part of **Just Dial Ltd.**

Based on the discussions with you, we are pleased to offer you to the position of **Tele Marketing Executive**. You will be on probation for a period of six months from your date of joining which will be on or before **08-03-2022**.

The annual compensation calculated on Cost to Company will be **INR 228000/-** which is detailed in the Annexure. The payments of monthly remuneration, incentive are subject to you achieving Performance Levels in accordance with performance policy and company policy which will be intimated to you from time to time.

Your place of posting will be **Mumbai**.

It may be noted that the Company reserves the right to withdraw / postpone / cancel the Offer / joining at its sole discretion for any reason, which is beyond its reasonable control.

As a part of your joining formalities, a complete verification of your identity documents and your background would be done. On successful submission and verification of your documents and background checks, you shall be issued a Letter of Appointment from the company.

In case any of the verifications turns out to be negative at any point of time, your appointment with the organization shall be terminated with immediate effect.

For the Offer to be valid you are requested to confirm your acceptance of the Offer by clicking on the Offer link which has been emailed to you & also sent on your registered mobile number. After the electronic acceptance of the Offer letter, Company may ask you to submit the duly signed hard copy of the letter to Just Dial's office.

We look forward to your joining the **JUST DIAL** Team and wish you a long and fulfilling career with the organization.

For Just Dial Limited



Dimple Singh

Manager - Human Resources

Annexure:-

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Suchita Gupta	
Department	Sales	
Designation	Tele Marketing Executive	
Effective Date	08-03-2022	
CTC (in INR)	228000/- per annum	
Pay structure	Monthly	Annual
Fixed Components		
Basic	12286	147432
House Rent Allowance (HRA)	3698	44376
Customer Handling Allowance	0	0
Conveyance Allowance	0	0
Salary (C1)	15984	191808
Statutory Components		
Employer PF Contribution	1474	17688
Employer ESIC Contribution	519	6228
Benefit's(C2)	1993	23916
Reimbursements		
Sodexo	0	0
Conveyance Reimbursement	0	0
Fuel Reimbursement	0	0
Reimbursements(C3)	0	0
Statutory Bonus	1023	12276
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	19000	228000
Deductions		
Employee PF Contribution	1474	17688
Employee ESIC Contribution	120	1440
Total Deductions (b)	1594	19128
*Net Take Home {a - b - C2}	15413	184956
***Overall CTC	19000	228000

* **Net Take Home** is subject to applicable taxes, deductions, performance policy and company policy intimated to you from time to time.

Yours sincerely,

For Just Dial Limited

Dimple Singh

Manager - Human Resources

Motilal Oswal Financial Services Limited
 CIN : L67190MH2005PLC153397
 Regd. Office: Motilal Oswal Tower,
 Rahimtullah Seyani Road, Opp. Parel ST Depot,
 Prabhadevi, Mumbai - 400025.
 Board: +91 22 7193 4200
 Fax: +91 22 5036 2365

Date: 22/02/2022

Name: Vivek Kumar Verma
 Address: Mumbai

Sub: Provisional Offer of Employment

Dear Vivek,

We are pleased to offer you an appointment in **Motilal Oswal Financial Services Limited** as Advisory Direct Reactor

You will be paid a fixed etc of Rs.2, 00,000 (Rupees Two Lakh only) per annum, break-up of which is given below:

Components	Amt in Rs.	
	Monthly	Annual
Basic	6667	80000
HRA	3333	40000
Statutory Bonus	1400	16800
Special Allowance	3466	41595
Gross Salary	14866	178395
PF Employer Contribution	1317	15807
ESIC Employer Contribution	483	5798
CTC	16666	200000
Benefits	Amount PM	Amount PA
Life Insurance	83333	1000000
Medical Insurance	8333	100000
Gross Salary	14866	178395
PF - Employee	1216	14591
ESIC - Employee	112	1338
Take Home	13538	162466

Your employment with us will be governed by the terms & conditions provided in the appointment letter which will be issued prior the date of joining.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of documents or certificates submitted by you as a proof of above, we may review our offer of employment.

Lenskart Solutions Pvt. Ltd.

12/1, 7th Floor, Vatika Mindscapes, National Highway 2
Sector 27D, Faridabad, Haryana - 121003 | www.lenskart.com
CIN: U51494DL2008PTC178355



Dec 17, 2021

To,

Yogesh Santosh Tiwari,

Sub: Offer of Employment: Lenskart Solutions Private Limited.

Dear Yogesh Santosh Tiwari,

On behalf of **Lenskart Solutions Pvt. Ltd.** (the "Company"), we are very pleased to issue this offer letter for the position of **Refractionist** in **Home Try On** at **Mumbai**. This offer letter outlines only the basic terms which are not exhaustive and does not include the detailed terms and conditions of your employment. This offer is subject to your acceptance of terms of the employment agreements referenced below. This offer is contingent on a candidature reference and successful completion of the background check done by the Company.

Joining Date and Salary

Unless we mutually agree otherwise in writing, you will commence employment on **December 23, 2021** (the "Start Date"). Your starting salary will be **330000 (Three Lakhs Thirty Thousand Only)** per annum, payable in accordance with the Company's standard payroll practice and subject to applicable withholding taxes. The detailed compensation breakup is given in the enclosed Annexure. Your base salary is inclusive of both the employer's and the employee's provident fund contributions. Your salary will compensate you for all hours worked, excluding payments for any overtime.

On acceptance of this offer letter, your employment will be conditional on, and subject to, the terms of a written employment agreement between you and the Company (the "Employment Agreement").

Irrespective of the background check conducted by the Company, in case you are not an Indian national and required to obtain applicable visa/ work permit/ authorization or permission from appropriate government authorities to work in the country, you are required to ensure all such permissions are obtained before commencement of employment and submit a copy to the Company. The validity of the offer letter shall cease to effect, if it is found that you do not have required work permit/ authorization/ visa, as the case may be, to work in India.

Lenskart Solutions Pvt. Ltd.

12/1, 7th Floor, Vatika Mindscapes, National Highway 2
Sector 27D, Faridabad, Haryana - 121003 | www.lenskart.com
CIN: U51494DL2008PTC178355



If you wish to accept employment with the Company, please indicate so by either by accepting the offer online on the Portal (Details mentioned in the email) or by sending an email confirmation to Human Capital Department. In case you do not confirm your acceptance on the terms of employment as given in this letter of employment within 48 Hours from the date of issuance, then the offer of employment shall stand rescinded.

We are very excited about the possibility of you joining us. We hope that you will accept this offer and look forward to a productive and mutually beneficial working relationship. Please let us know if we can answer any questions for you about any of the matters outlined in this letter.

This offer is valid subject to you submitting all the documents listed in this letter as well as a positive reference.

You shall be required to either upload following documents or bring the same on your date of joining.

1. Copy of Aadhaar Card
2. Copy of PAN Card
3. Your Professional and academic qualification certificate(s) - 10th Standard onwards
4. Copy of UAN card with KYC status updated as Yes.
5. Provident Fund and Pension Scheme Account Number
6. ESIC number if a member of ESIC.
7. Details of your last revised compensation e.g. your last Pay-slip
8. Form 16 from your previous employer/ salary certificates
9. One canceled cheque (Name Imprinted) or Cancelled cheque with Passbook
10. 4 Passport Size Photographs (To Carry on your date of joining)

Wishing you success in your career with us.

Thanks & Regards
Recruitment Desk

For Lenskart Solutions Pvt. Ltd.

Authorized Signatory



SALARY ANNEXURE

Strictly Confidential

Annexure - I (Compensation Breakup)		
Particulars	Monthly	Annual
Basic Salary	13750	165000
House Rent Allowance	6875	82500
Statutory Bonus	1250	15000
Special Allowance	3825	45900
Employer Provident Fund	1800	21600
Fixed Salary	27500	330000
Variable	0	0
Cost To Company	27500	330000

1. All tax implications arising out of your salary structure shall be borne by you.
2. Your salary is strictly confidential, and you should not disclose it to anyone without prior permission of the Company in writing.
3. Gratuity: Payment will be made as per Payment of Gratuity Act
4. Group Medclaim Policy: You will be eligible for Medclaim Benefit, as per Company Group Medclaim Policy. You can enroll yourself and your family (Spouse + 2 Kids). This policy is not applicable for employees who are covered under ESIC as per eligibility criteria defined by the Statutory authorities.
5. Group Personal Accident Policy: You will be eligible for Accidental, Weekly benefit and Death Benefit as per Group Personal Accident Policy.
6. Group Term Life Policy: You will be covered under group Term life policy governed by the company.

Note: The insurance benefits of the Company would be subject to change from time to time, as per Company's Policies.

For **Lenskart Solutions Private Limited**

Received & Accepted

Authorized Signatory

Yogesh Santosh Tiwari