

20th March 2019

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Prasanth R,
Syntellect ID: SBE1910256

Congratulations!


We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.


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PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,



Adarsh Krishna
Head – Global Recruitment



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PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

I have read this Offer of Intent and accept the stipulated terms and conditions


Signature

Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name : Prasanth R			
Designation : Associate Consultant	-		
Band : AC1	-		
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
	-		
Sub-Total - I (H)	100%	25,433	305,200
	-		
Reimbursements and Other Benefits	-		
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	400	4,800
	-		
Total Compensation (I + II)	-	25,833	310,000


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OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



SUTHERLAND

June 21, 2019

Dear Priyanka M,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is pending a favorable background verification and reference check. You are requested to join us **on or before June 21, 2019 on the following terms and conditions.**

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

Your emoluments by way of Annual Cost to the Company is **Rs.215,000.00** /- per annum (Rupees Two Lakhs Fifteen Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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

This is a contract for employment at will. You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and

PRINCIPAL


PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Sincerely,
For Sutherland

ShivKumar Ganapathi

I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.

Offer electronically accepted by: Priyanka M
Offer electronically accepted on: Jun 21, 2019, 6:52 PM GMT+05:30



PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Technojinn

No.89/2, Karungalpatti Main Road,
Gugai, Salem - 636 006. Tamil Nadu
Cell : 93611 41031

07-March-2019

To

Rachana R

Prince Dr. K. Vasudevan College of Engineering and Technology
Chennai

Dear **Rachana**,

It was a pleasure meeting you to explore your career opportunity with Technojinn Solutions.

Based on our discussion, we are pleased to offer you the position of Software Engineer Trainee. The CTC (Cost to Company) offered to you will be **Rs. 2,50,000/-** (CTC Two Lakhs Fifty Thousand Only) per annum. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexure.

Welcome to Technojinn Family!

Technojinn Solutions is a fast-growing Software Development, Services and Products Company. In our endeavour to achieve and exceed our goals, we look for professionals like you who would partner the further growth of the Organization. Our work environment encourages people to fulfil their career and professional aspirations in tandem with the organizational goals. We are confident that with your skills, competencies, and capabilities you would be an invaluable addition to the team.

Please confirm your acceptance by duly signing the duplicate copy of this letter. We will appreciate you joining us in our office on or before **31-May-2019**.

Yours Sincerely,
For Technojinn Solutions,



Sowmiya Ravi
HR Specialist



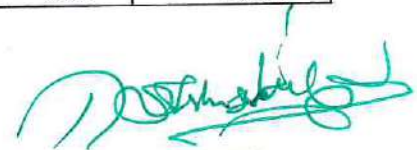
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OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Technojinn

No.89/2, Karungalpatti Main Road,
Gugai, Salem - 636 006. Tamil Nadu
Cell : 93611 41031

Annexure 1

Name: Rachana R	Effective Date: 31-May-2019	
Designation: Software Engineer Trainee		
	Amount in Rs.	
(A)Monthly Components	Monthly	Yearly
Basic Pay	6,250	75,000
HRA	3,750	45,000
Conveyance allowance	1,600	19,200
Medical Allowance	1,250	15,000
Special Allowance	4,086	49,026
Monthly Gross	16,936	203,226
(B) Other Benefits		
*PF Employers Contribution (including charges)	1,714	20,568
ESI Employers Contribution	550	6,600
Gratuity with Life Insurance Premium	300	3,606
**Other Allowances (Medical & Internet)	1,333	16,000
Total Cost to Company (CTC) (A+B)	20,833	250,000
Employee's Deductions during the year		
PF Employee's contribution	1,582	18,987
ESI Employee's contribution	127	1,523
***Professional Tax	208	2,496



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APPOINTMENT LETTER

November 22, 2018

Dear Sagithya N,

Welcome to Wipro Limited (Company/Wipro') and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

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OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Registered Office:

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

Page 1

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12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

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

Yours sincerely,
For Wipro Limited,

Sunil Kalachar
General Manager – Talent Acquisition

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

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

Name: _____

Signature: _____ Date: ___/___/___

Place: _____

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Registered Office:

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



ANNEXURE III

SALARY OFFER SHEET

Name : Sagithya N

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

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

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Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800

20th March 2019

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Sajeetha,

Syntellect ID: SBE1910286

Congratulations!


We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.


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The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,



Adarsh Krishna
Head – Global Recruitment



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PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

I have read this Offer of Intent and accept the stipulated terms and conditions


Signature

Encl: Annexure

ANNEXURE A

SALARY DISTRIBUTION

Name : Sajeetha			
Designation : Associate Consultant	-		
Band : AC1	-		
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
	-		
Sub-Total - I (H)	100%	25,433	305,200
	-		
Reimbursements and Other Benefits	-		
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	400	4,800
	-		
Total Compensation (I + II)	-	25,833	310,000


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PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



SUTHERLAND

June 21, 2019

Dear Sargunan V,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is pending a favorable background verification and reference check. You are requested to join us **on or before June 21, 2019 on the following terms and conditions.**

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

Your emoluments by way of Annual Cost to the Company is **Rs.215,000.00** /- per annum (Rupees Two Lakhs Fifteen Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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

This is a contract for employment at will. You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and

PRINCIPAL


PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Sincerely,
For Sutherland

ShivKumar Ganapathi

I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.

Offer electronically accepted by: Sargunan V
Offer electronically accepted on: Jun 21, 2019, 5:09 PM GMT+05:30


PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



March 13, 2019

Mr Sebastan David

Sebastandavid 885@gmail.com

Dear Sebastan,

Further to our interactions with you, we are pleased to offer you the position of Associate (Training) at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement). Your joining letter, which will be issued closer to the date of joining, will have details regarding the location of induction training, location of posting, and supervisory arrangements. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require.

You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability. You will initially be on probation for 3 months. During this period you will be paid a stipend of Rs 10,000/- out of which Rs.8000 will be fixed and Rs 2000 will be performance based pay plus an accommodation allowance of Rs.2,500 to Rs.5,000 depending on location of posting. The probation period above may be cut short based on your performance. The same can also be extended to 6 months, if your performance is not deemed satisfactory.

Upon successful completion of probation, you will be inducted as an Associate (Training) with an Annual CTC of Rs.2,88,000/-. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of start of probation. You will be required to submit your along with the signed copy of this letter as an acknowledgement of acceptance, at the start of probation. Upon commencing the commitment of service of 2 years, any requests to be relieved of duties cannot be submitted before the end of the service period.

A handwritten signature in green ink, appearing to read "Dr. K. Vasudevan", is written over the printed name.

PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 4 days from the date of offer.

You will also be contacted by one of our current associates / senior associates in the next few months to facilitate your pre-joining learning. These associates will mentor you in the learning of specific topic areas and to ensure a smooth transition from college to workplace. Satisfactory completion of pre-joining learning modules will contribute to better performance during probation. This is a mandatory requirement as part of the induction.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Yours sincerely
For Focus 4 – D Career Education Pvt Ltd

A handwritten signature in black ink, appearing to read "Arumugam N Vadivelu".

Arumugam N Vadivelu
Manager – (HR Ops & Strategy)

A handwritten signature in green ink, appearing to read "Dr. K. Vasudevan".

PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Annexure I: Compensation Structure			
Name	Sebastian David	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96,000/-
2	House Rent Allowance		38,400/-
3	Medical Allowance		15000/-
4	Conveyance Allowance		19200/-
5	Special Allowance		71400/-
	Total Fixed Pay per annum		2,40,000/-
	Annual Performance Linked Pay (Maximum)		48,000/-
	Total Cost to Company		2,88,000/-

Notes: *Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000) and Medical Cover (Rs.1,00,000 per annum). The premium for the same will be borne by the company.

*If the employee opts for availing the Provident Fund facility, the Contribution to the same shall be appropriately adjusted from the Total Cost to Company

Thank you

Yours sincerely

For Focus 4 – D Career Education Pvt Ltd

Arumugam N Vadivelu
Arumugam N Vadivelu

Manager – (HR Ops & Strategy)

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

Dr. K. Vasudevan
PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



SUTHERLAND

June 21, 2019

Dear **Shanthi S,**

Congratulations! We welcome you to the family of Sutherland!

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

This is a contract for employment at will. You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and

PRINCIPAL


PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Sincerely,
For Sutherland

ShivKumar Ganapathi

I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.

Offer electronically accepted by: Shanthi S
Offer electronically accepted on: Jun 21, 2019, 4:33 PM GMT+05:30


PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



APPOINTMENT LETTER

November 22, 2018

Dear **Smruthi Ravichandran**,

Welcome to Wipro Limited (Company/Wipro') and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

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OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Registered Office:

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

Page 1

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12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

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

Yours sincerely,
For Wipro Limited,

Sunil Kalachar
General Manager – Talent Acquisition

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

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

Name: _____

Signature: _____ Date: ___/___/___

Place: _____

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PONMAR, CHENNAI-600127

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Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560035 W : wipro.com
India C : L32102KA1945PLC020800



ANNEXURE III
SALARY OFFER SHEET

Name : Smruthi Ravichandran

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

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

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Doddakannelli F : +91 (80) 2944 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



SUTHERLAND

June 21, 2019

Dear Subhasree S,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is pending a favorable background verification and reference check. You are requested to join us **on or before June 21, 2019 on the following terms and conditions.**

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

Your emoluments by way of Annual Cost to the Company is **Rs.215,000.00** /- per annum (Rupees Two Lakhs Fifteen Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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

This is a contract for employment at will. You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and

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PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Sincerely,
For Sutherland

ShivKumar Ganapathi

I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.

Offer electronically accepted by: Subhasree S
Offer electronically accepted on: Jun 21, 2019, 3:18 PM GMT+05:30



PRINCIPAL

PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



Sumitha P
No. 2, Vignarajapuram 3rd Extn,
Vengaivasal,
Chennai – 600 073

Dated 06th May 2019

Dear Sumitha,

We are pleased to appoint you in our organization as Software Developer Trainee.

1. Date of Appointment: Your appointment is effective from the date of joining, which shall not be later than 03rd June 2019.

2. Compensation: You will be paid a gross salary of Rs. 2,52,360/- (Rupees Two Lakhs Fifty Two Thousand Three Hundred and Sixty only) per annum.

3. Probation: You be in probation for the first 6 Months in employment after which you will be confirmed based on your performance.

4. Location: You will be based at Chennai and you may be relocated to any place in or outside Chennai for business reasons. If you are relocated to a place outside Chennai, you will be paid an additional allowance, at the discretion of the management, towards living expenses.

5. Responsibilities: You will diligently carry out, to the best of your ability, all such duties and responsibilities as may be entrusted to you from time to time and you shall not engage yourself either directly or indirectly in any other employment, business or occupation. You must effectively perform to ensure results and will be expected to work extra hours to achieve this whenever the job so requires.

6. Holidays & Leaves:

Paid Casual Leave: The entitlement is based on continuity of your service. Other terms and conditions will be applicable to you as per the prevailing policy.

Holidays: You will be provided 10 holidays in a year which may consist of fixed days of holidays and flexible religious holidays and may be availed as per the policy in force.

Octoze Technologies (P)Ltd.
92, 1st Main road,
Chandrasekar Avenue
Okkiyam, Thoraiyakkam
Chennai-600 097

Phone:(91)(44)24662582
Email:support@octoze.com
www.octoze.com

Registered Address: 11 Sri Ram Nagar Main Rd, Thiru. nam, ur, Chennai-600043

PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



7. Confidential Information: You will not at any time without the Consent of the undersigned disclose or divulge or make public except on legal obligations any information regarding the organisation's affairs or administration or research carried out whether the same may be confined to you or become known to you in the course of your service or otherwise.

8. Protection of interest: Any discovery, invention, improvement, adaptation or variation of designs, drawings, processes, methods, material specifications, etc., which will be a result of your working in the organisation or its associates, or which you may come to know in the course of your employment, more specifically in relation to the engineering or technology used or adopted by the organisation, shall be the property of the organisation. You shall treat the above information or data in connection with any work done in the Organisation in strict confidence. You shall not use, give or sell any or all of the information to any other person or firm for exploitation, for gain or otherwise.

9. On separation: On termination of the contract you will immediately give up, before you are relieved all correspondence, specifications, formulae, books, documents, cost, data, literature, drawings, effects or records, etc. belonging to the organisation or relating to its business and shall not make or retain any copies of these items.

10. Competitive Business: In the event of your leaving the services of the organisation for whatever reasons, you shall not engage yourself in any competitive business directly or indirectly, for a period of one year from the date of leaving.

11. Resignation/Termination: You have to give two months notice if you decide to resign. If the employer decides to terminate for any other reason other than performance or breach of confidentiality a notice of one month would be given. If the employer decides to terminate for reasons of non-performance or breach of confidentiality no notice would be given.

The above terms and conditions are subject to organisation policy. Please confirm that the above terms are acceptable to you by signing a copy of this letter.

Mouli kumar C
Director

I agree to accept employment on the terms and conditions mentioned in the above letter.


Name: Sumitha P

Date: 16.05.2019

Signature: 

Octoze Technologies (P)Ltd.
92, 1st Main road,
Chandrasekar Avenue
Okkiyam, Thoraipakkam
Chennai-600 097

Phone:(91)(44)24662582
Email:support@octoze.com
www.octoze.com


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ANNEXURE I

Name: Sumitha P

Designation: Software Developer Trainee

Appointment Dated: 03rd June 2019

The following is the annual salary structure.

Head	Amount
Basic	Rs.1,08,842
HRA	Rs.34,649
Standard Allowance	Rs.26,122
Special Allowance	Rs.11,791
Total CTC	Rs.1,81,404

Octoze Technologies (P)Ltd.
92, 1st Main road,
Chandrasekar Avenue
Gopalapuram, Thoreipakkam
Chennai-600 097

Phone:(91)(44)24662582
Email:support@octoze.com
www.octoze.com

PRINCIPAL

PRINCE DI. R. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Registered Address: 115th Avenue, 1st Rd, Thiruvananthapuram, Kerala - 695014



Velmurugan P
No. 52, F2, Sixth Floor,
Tenth Cross Street, Anna Nagar,
Chengalpet- 603 103

Dated 06th May 2019

Dear Velmurugan,

We are pleased to appoint you in our organization as Software Developer Trainee.

1. Date of Appointment: Your appointment is effective from the date of joining, which shall not be later than 03rd June 2019.

2. Compensation: You will be paid a gross salary of Rs. 2,52,360/- (Rupees Two Lakhs Fifty Two Thousand Three Hundred and Sixty only) per annum.

3. Probation: You be in probation for the first 6 Months in employment after which you will be confirmed based on your performance.

4. Location: You will be based at Chennai and you may be relocated to any place in or outside Chennai for business reasons. If you are relocated to a place outside Chennai, you will be paid an additional allowance, at the discretion of the management, towards living expenses.

5. Responsibilities: You will diligently carry out, to the best of your ability, all such duties and responsibilities as may be entrusted to you from time to time and you shall not engage yourself either directly or indirectly in any other employment, business or occupation. You must effectively perform to ensure results and will be expected to work extra hours to achieve this whenever the job so requires.

6. Holidays & Leaves:

Paid Casual Leave: The entitlement is based on continuity of your service. Other terms and conditions will be applicable to you as per the prevailing policy.

Holidays: You will be provided 10 holidays in a year which may consist of fixed days of holidays and flexible religious holidays and may be availed as per the policy in force.

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PRINCE DR. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127



7. Confidential Information: You will not at any time without the Consent of the undersigned disclose or divulge or make public except on legal obligations any information regarding the organisation's affairs or administration or research carried out whether the same may be confined to you or become known to you in the course of your service or otherwise.

8. Protection of interest: Any discovery, invention, improvement, adaptation or variation of designs, drawings, processes, methods, material specifications, etc., which will be a result of your working in the organisation or its associates, or which you may come to know in the course of your employment, more specifically in relation to the engineering or technology used or adopted by the organisation, shall be the property of the organisation. You shall treat the above information or data in connection with any work done in the Organisation in strict confidence. You shall not use, give or sell any or all of the information to any other person or firm for exploitation, for gain or otherwise.

9. On separation: On termination of the contract you will immediately give up, before you are relieved all correspondence, specifications, formulae, books, documents, cost, data, literature, drawings, effects or records, etc. belonging to the organisation or relating to its business and shall not make or retain any copies of these items.

10. Competitive Business: In the event of your leaving the services of the organisation for whatever reasons, you shall not engage yourself in any competitive business directly or indirectly, for a period of one year from the date of leaving.

11. Resignation/Termination: You have to give two months notice if you decide to resign. If the employer decides to terminate for any other reason other than performance or breach of confidentiality a notice of one month would be given. If the employer decides to terminate for reasons of non-performance or breach of confidentiality no notice would be given.

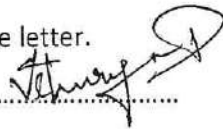
The above terms and conditions are subject to organisation policy. Please confirm that the above terms are acceptable to you by signing a copy of this letter.

Mouli kumar C
Director

I agree to accept employment on the terms and conditions mentioned in the above letter.

Name: Velmurugan P


Date: 14.05.2019

Signature: 

Octoze Technologies (P)Ltd.
92, 1st Main road,
Chandrasekar Avenue
Okkiyam, Thoraipakkam
Chennai-600 097

Phone:(91)(44)24662582
Email:support@octoze.com
www.octoze.com

Registered Address: 115/116, Nagercoil Road, Thiruvananthapuram, Kerala


PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR. CHENNAI-600127

ANNEXURE I

Name: Velmurugan P

Designation: Software Developer Trainee

Appointment Dated: 03rd June 2019

The following is the annual salary structure.

Head	Amount
Basic	Rs.1,08,842
HRA	Rs.34,649
Standard Allowance	Rs.26,122
Special Allowance	Rs.11,791
Total CTC	Rs.1,81,404

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OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

OFFER LETTER

15th June 2019

**Ms. Vinita R,
302, Sivajothi Illam,
Muthaiya Nagar,
Chidambaram,
Tamilnadu - 608001.**

Dear Vinita,

Thank you for the keen interest you have shown in our organization. Consequent to your application and the subsequent discussions you had with us, we are pleased to inform that it has been decided to make you an offer for a career with **Sensiple Software Solutions Pvt. Ltd.** as **Trainee** in the **Band E & E1**. Please accept our heartiest congratulations and we welcome you to our pursuit of excellence.

Sensiple considers all its employees as Associates in constant endeavor to achieve and surpass our collective goals.

You are required to join the services of the Company by **17th June 2019**. We shall appreciate your confirmation of the above offer on or before **16th June 2019**. Non-acceptance before the stipulated date shall make this offer redundant automatically.


Compensation Rs. 2,40,000 /- Per Annum the compensation will be subject to taxes and other deductions as per Indian tax statutes. (If applicable). The detailed salary structure given below.

On the date of joining, you would need to submit the photocopies of the following documents. Your appointment will be effective on submission of the requisite documents mentioned below.

1. All Educational / Technical certificates beginning with tenth standard
2. Current and Previous Employment Experience & Relieving letters (if applicable)
3. ID Proof (PAN Card /Aadhaar Card / Driving License)
4. Proof of Address and Date of Birth
5. Passport
6. Photo as Per B1- Visa Specification (3 Nos.)

Please do bring the original testimonials for verification.

You are also requested to be in possession of a valid passport at the time of joining. In case, you are not in possession of the same, please arrange to get the same at the earliest.


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Salary Break – Up

Component	Amount	
	Per Month INR	Per Annum INR
Fixed CTC		
Basic	7,600	91,200
HRA	2,000	24,000
Other Taxable Allowances	7,600	91,200
Employer PF	1,800	21,600
Total Fixed CTC	19,000	2,28,000
Performance Based Variable CTC	NA	12,000
Total Annual CTC	NA	2,40,000
Deductions		
PF Employee	1,800	21,600
ESIC Deduction	301	3,612
Income Tax Deduction	As Applicable	
** Year - End Performance Bonus is not payable on prorata basis in the event of employee leaving the organization prior to the completion of the Performance review cycle		
All personal tax liability arising out of compensation and joining expense (if Any) will be borne solely by the employee		

Benefits in addition to the CTC above are:

1. Medical Insurance up to Rs.1, 50,000/- PA for the employee, spouse and two kids.
2. Group personal accident coverage of Rs.2 lakhs Per Annum.


We appreciate your decision to join this organization. We are sure that you will not only contribute in your field of expertise but also be a key part of the overall growth at Sensible Software Pvt. Ltd.

We are sure together we will make it happen.

For Sensible Software Solutions Pvt. Ltd.



Senthil Kumar Prabhakaran
Director – Human Resources



PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

OFFER LETTER

15th June 2019

Mr. Vishak K,
No:25, Eswari nagar,
Gowrivakkam, Chennai,
Tamilnadu - 600073.

Dear Vishak,

Thank you for the keen interest you have shown in our organization. Consequent to your application and the subsequent discussions you had with us, we are pleased to inform that it has been decided to make you an offer for a career with **Sensiple Software Solutions Pvt. Ltd.** as **Trainee** in the Band **E & E1**. Please accept our heartiest congratulations and we welcome you to our pursuit of excellence.

Sensiple considers all its employees as Associates in constant endeavor to achieve and surpass our collective goals.

You are required to join the services of the Company by **17th June 2019**. We shall appreciate your confirmation of the above offer on or before **16th June 2019** Non-acceptance before the stipulated date shall make this offer redundant automatically.

Compensation Rs. 2,40,000 /- Per Annum the compensation will be subject to taxes and other deductions as per Indian tax statutes. (If applicable). The detailed salary structure given below.

On the date of joining, you would need to submit the photocopies of the following documents. Your appointment will be effective on submission of the requisite documents mentioned below.

1. All Educational / Technical certificates beginning with tenth standard
2. Current and Previous Employment Experience & Relieving letters (if applicable)
3. ID Proof (PAN Card / Aadhaar Card / Driving License)
4. Proof of Address and Date of Birth
5. Passport
6. Photo as Per B1- Visa Specification (3 Nos.)

Please do bring the original testimonials for verification.

You are also requested to be in possession of a valid passport at the time of joining. In case, you are not in possession of the same, please arrange to get the same at the earliest.



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OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI 600127
www.sensiple.com

Salary Break – Up

Component	Amount	
	Per Month INR	Per Annum INR
Fixed CTC		
Basic	7,600	91,200
HRA	2,000	24,000
Other Taxable Allowances	7,600	91,200
Employer PF	1,800	21,600
Total Fixed CTC	19,000	2,28,000
Performance Based Variable CTC	NA	12,000
Total Annual CTC	NA	2,40,000
Deductions		
PF Employee	1,800	21,600
ESIC Deduction	301	3,612
Income Tax Deduction	As Applicable	
** Year - End Performance Bonus is not payable on prorata basis in the event of employee leaving the organization prior to the completion of the Performance review cycle		
All personal tax liability arising out of compensation and joining expense (If Any) will be borne solely by the employee		

Benefits in addition to the CTC above are:

1. Medical Insurance up to Rs.1, 50,000/- PA for the employee, spouse and two kids.
2. Group personal accident coverage of Rs.2 lakhs Per Annum.

We appreciate your decision to join this organization. We are sure that you will not only contribute in your field of expertise but also be a key part of the overall growth at Sensiple Software Pvt. Ltd.

We are sure together we will make it happen.

For Sensiple Software Solutions Pvt. Ltd.



Senthil Kumar Prabhakaran
 Director – Human Resources



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PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
 PONMAR, CHENNAI-600127



SUTHERLAND

June 21, 2019

Dear Yamika P,

Congratulations! We welcome you to the family of Sutherland!

With reference to the discussions you had with us, we are pleased to make an Offer of Employment with us as **Associate-CS Internet** in the Company. Please note that this position is pending a favorable background verification and reference check. You are requested to join us **on or before June 21, 2019 on the following terms and conditions.**

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

Your emoluments by way of Annual Cost to the Company is **Rs.215,000.00** /- per annum (Rupees Two Lakhs Fifteen Thousand Only), the details of which are given in the annexure of the appointment letter.

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

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

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This is a contract for employment at will. You would be on probation for a period of 6 months and either party can terminate this contract of employment in 15 days advance notice or pay salary in lieu of the same to the other party. On completion of 6 months, your services will be deemed to be confirmed automatically unless informed otherwise in writing. On confirmation, either party can terminate this contract for employment by giving 60 days advance notice or pay salary in lieu of the same to the other party. You understand and agree that if you do not complete the notice period the Company may be subject to losses or irreparable damages. Hence, the Company may, at its sole discretion, reject payment in lieu of notice period, and require you to complete the notice period in accordance with the employment contract, including any changes/amendments to the notice period, duly communicated to you without you having objected to the same within one month of such communication. If you fail to do so, the Company shall be entitled to sue you for specific performance of the contract as also claim ascertained damages.

The company reserves the right to terminate your employment on grounds of unauthorized absence from duty, non-performance, misconduct, fraud, negligence, theft, willful violation of the company rules, misappropriation, imprisonment or censure by a court of law or as it may deem fit in the instant case and


PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Sincerely,
For Sutherland

ShivKumar Ganapathi

I have read the contents of this letter and accept the offer of employment with the terms and conditions mentioned above and the enclosed annexures.

Offer electronically accepted by: Yamika P
Offer electronically accepted on: Jun 21, 2019, 9:41 PM GMT+05:30



PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI - 605127



APPOINTMENT LETTER

January 10, 2019

Dear Yuvaraj B,

Welcome to Wipro Limited (Company/Wipro') and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

PRINCIPAL
PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI 602027

Registered Office:

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



12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

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

Yours sincerely,
For **Wipro Limited**,

Sunil Kalachar
General Manager – Talent Acquisition

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

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

Name: _____

Signature: _____ Date: ___/___/___

Place: _____

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Page 6

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ANNEXURE III
SALARY OFFER SHEET

Name : Yuvaraj B

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	29,167
Total Cost to Company per annum	3,50,004

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

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Page 10

Ref No:OL/THBS/0251/22
Feb 04, 2019

Private & Confidential

Ms.Aarthi A
Chennai

Dear Aarthi,

With reference to the discussions you have had with us, we are pleased to make you an offer for the position of a **Associate Software Engineer - Trainee** at **Torry Harris Business Solutions (THBS)**; Bangalore, India.

THBS is a global software company with presence in Europe, Far East, India, Middle East and USA. Our goal is to be an industry leader with a reputation for excellence, focus on quality and our emphasis on absolute customer satisfaction. As we endeavor to expand our business in the international markets, we are keen to have you on board.

We believe that THBS can offer you the right mix of professional growth, leadership opportunities, business experience and financial gains over the long term. The career growth potential for you is tremendous and you will have the unique satisfaction of influencing and building a leading software company.

Your **Gross Salary** will be **Rs. 350,000/- (Rupees Three Lakh Fifty Thousand Only)** per annum. You will be entitled for a **Performance Linked Pay** of up to **Rs. 50,000/- (Rupees Fifty Thousand Only)** per annum, payable as per the Performance Linked Pay Policy.

You will be on **Probation** for a period of **6 (Six) months** from the date of joining. A performance review will be done as per the Company's policy for confirmation.

Your appointment is conditional upon you being certified medically fit by a registered medical practitioner and is contingent upon the successful completion of a background investigation process.

THBS also reserves the right to withdraw this offer made to you even after the acceptance of such an offer by you; if THBS becomes aware of any material information that may have been concealed or misrepresented by you at the time this offer was made.

This is only an offer letter and does not entitle you for an appointment. On completion of all the joining formalities and fulfilling all documentation requirements, you will be formally appointed and inducted into the organization. On successful completion of your training, you will be posted in any location of THBS depending on the requirement of the projects. This will be informed to you on completion of your training.

You are requested to return the duplicate copy of this offer duly signed to indicate your acceptance of the compensation package and employment with your reporting date and time will be communicated via Email.

At the time of joining, it is a mandatory requirement for you to submit the following documents:

- Four recent passport size photographs
- Photocopies of all relevant educational certificates and mark sheets starting from Grade X
- Photocopies of all the pages of your passport or driving license or voter ID card

Looking forward to having you on board!

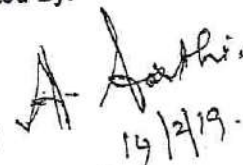
For Torry Harris Business Solutions (P) Ltd,



G. Shivdayal Charan
Manager - HRD

Accepted By:

Aarthi
Date:


19/2/19

PRINCIPAL

PRINCE Dr. K. VASUDEVAN COLLEGE
OF ENGINEERING AND TECHNOLOGY
PONMAR, CHENNAI-600127

Date: December 09, 2018

Ref: LTI/HR/Campus/2019

Name: Aishwarya R

College: Prince Dr.K.Vasudevan College of Engineering & Technology

OFFER OF EMPLOYMENT

Dear Aishwarya R,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.3,50,000/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

TERMS AND CONDITIONS

1. Increments and Promotions

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

2. Overseas Deputation/International Assignment

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense. Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

3. Documents


Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



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ANNEXURE-1

Name : Aishwarya R		Date : December 09, 2018
Salary Grade : GET(I)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		11,300
A. Base Salary (PA)	315,602	26,300
Annual Incentive	0	
B. Total Variable (PA)	0	
C. Total Target Cash (A+B)	315,602	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
D. Retirals & Other Benefits	34,398	
Cost to Company (CTC) C+D	350,000	


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20-June-2019
Chennai 600 100

Ms. Aswini K,
Prince Dr.K.Vasudevan College of Engineering and Technology,
Chennai.

Dear Aswini K,

We refer to the discussion had with us and have pleasure in offering you the position of **Assistant Systems Engineer** in our organization on the following terms & conditions.

1. This offer is based on your profile and performance in the selection process.
2. Date of joining will be **15-Jul-2019**. Your total compensation of **Rs.3,00,000/ (Rupees Three lakhs only)** consists of total fixed pay component & Variable pay. Actual amount of variable pay will be paid based on review conducted half yearly. Please refer details in Annexure - A
3. Kindly confirm your acceptance of this offer through mail. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.
4. A detailed Appointment letter shall be drawn up and signed after you join our organization.
5. You will be governed by the rules and regulations as applicable to your category of employees.
6. Your employment will be governed by the service rules of the company in force from time to time. you will abide by the rules and regulation of the company, which can be altered by the management as required.
7. You shall maintain confidentiality in terms of salary offered and requested not to disclose nor seek salary details of any employee of the company. If it comes to our notice of any breach of confidentiality, the offer will be withdrawn.
8. If in any case of resigning the job you have to give a prior notice to the organization before 3 months. Details on Notice period will be provided in your appointment letter.

..2..

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Regd & Admin Office : Plot No.119, Survey No. 56/2C/2, Velachery Tambaram Road, Pallikaranai, Chennai - 600 100.

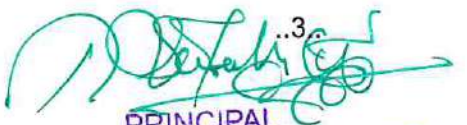
Tel : 91 - 44 - 6666 9600 / 6604 9600 | Web : www.jasmin-infotech.com



-2-

9. Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 70% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable). Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration.
10. As per our eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.
11. As communicated to you during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University.
12. It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.
13. Your association with us will be subject to a background check in line with our Back ground verification policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.

If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of service without notice.
14. You will be required to promote a safe and healthy workplace. You will undergo medical examination in the first month of joining in any of the labs/hospitals company has recommended and as per business requirements at any time during your tenure with the company. You are requested to disclose serious illness if any certified by a doctor.


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15. At the time of your joining, photocopy of the following documents should be submitted.

Please carry the original copies for verification.

- Standard X and XII mark sheets
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Postgraduate)
- Birth Certificate/Proof of Age
- Passport [If available or proof of having applied]
- 6 photographs

The original documents listed above will be returned to you after verification.

We welcome you to our organization and hope that your career with us will be mutually beneficial.

As an employee of Jasmin Infotech, you will demonstrate outstanding qualities and results that exceeds our clients' expectations. In addition, we are also committed to providing you with opportunities to learn, grow and stretch to the highest level of your ability and potential.

For Jasmin Infotech Pvt. Ltd.,

Sivasankara Prasad Thupalli
CEO.

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ANNEXURE – A

Name : Aswini K
Designation : Assistant Systems Engineer

FIXED COMPENSATION	Per Month	Per annum
BASIC SALARY	13727	164724
HRA	6864	82362
Employer's PF Contribution	1647	19767
Gratuity	618	7413
Group Mediclaim Insurance & PA	895	10740
Fixed pay	23750	285005
Variable Pay		15000

TOTAL COMPENSATION	Per Annum
(Rupees Three lakhs only)	300005


For Jasmin Infotech Pvt. Ltd.,


Sivasankara Prasad Thupalli
CEO.

Note:

Your total compensation consists of total fixed pay component & variable pay. Actual amount of variable pay will be paid based on review conducted half yearly.

Please employee should be active on rolls of organization/should not be serving notice period during the time of payout of variable pay.


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Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Bhavithra P,

Syntellect ID: SBE1910296

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.



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The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case

Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Company family and look forward to a very fruitful association with you.

Yours Sincerely,

For Syntel Pvt. Ltd,




Adarsh Krishna

Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions

Signature



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