



BHARATHIYAR INSTITUTE OF ENGINEERING FOR WOMEN

Deviyakurichi , Salem DT- 636112.

(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai-25)

PLACED STUDENT DETAILS **ACADEMIC YEAR (2018-2019)**

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2018-2019

PLACED STUDENT DETAILS

DEPARTMENT OF CIVIL ENGINEERING

Dear Mr./Ms. **ABIRAMI P**

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is **Rs.132000/-** per year and **Rs.11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate


For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com


Dr.R.PUNIDHA.M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIYASAL (TK)- SALEM (DT).


FINAL SELECTED CANDIDATES LIST OF CAMPUS DRIVE (13.03.2019)

The following candidates have been selected BankStreets.com (An Unit of Gowstrika Business solutions Pvt Ltd.,) in the Campus Placement held on 13th March, 2019 .

Joining date for these selected candidates will be informed by us within two days.

The selected candidates are requested to meet us on the joining date with the required documents to complete the recruitment formalities..

1	JAYASUDHA A	CIVIL
2	NIRMALA R	CIVIL
3	PRIYANGA U	CIVIL
4	RAGAVI P	CIVIL
5	SIVASUMITHRA T	CIVIL
6	VINITHA B	CIVIL
7	TAMILARASI.S	CIVIL
8	SARANYA.B	CIVIL
9	AJIMA BEE.A	CIVIL
10	DHANALAKSHMI.A	CIVIL
11	SHALINI.S	CIVIL
12	SUJATHA.S	CIVIL
13	RAMYA.R	CIVIL
14	BABY S	CIVIL

**BANK
STREETS**

Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112.
THALAIVASAL (TK), SALEM (DT)

Dear Mr./Ms. **AMALA P**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate


For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi - 110 001

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com


Dr.R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVITAKURICH! - 636 112
THALAPASAL (TK), SALEM (DT).

Date: 07-03-2019

To,
The Placement Officer,
Bharathiyar Institute of Engineering for Women, Salem

Sub: Campus Placement Confirmation – Reg

Greetings from BSA Corporation Ltd India.

The following students have been selected by us in the Campus Placement on 07th Mar 2019 at Bharathiyar Institute of Engineering for Women, Salem

Name of the Selected Students	Client Name
VIMALA M	FLEX
VISALATCHI R	FLEX
NITHIYAR	FLEX
BHAVANI P	FLEX
SARANYALAXMI AS	FLEX
ATCHAYA M	FLEX
KANIMOZHI K	FLEX
NAFREEN FATHIMA A	FLEX
PARIMALAA J	FLEX
PRIYA C	FLEX
TAMILMOZHI R	FLEX

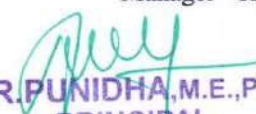
Note:

Work location: Chennai | Designation: NEEM TRAINEE | Joining Date: Aug 2nd Week Official offer & detailed appointment letter will be issued on the date of joining.

For BSA Corporation Ltd India



Manager - HR Department



Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVİYAKURICH! - 636 112,
THALAIYASAL (TK), SALEM (DT).

BSA Corporation Ltd.

Corporate Office: 18-20, Sukhwani Fortune, Morwadi Road, Pimpri, Pune – 411 018.

Tel: 020 2747 4987 Email: Placement@bsagroup.in website: www.bsagroup.in

Dear Mr./Ms. **DHIVYA K**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate


For **LEADPRO CONSULTANCY PVT. LTD.**


Authorized Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogrouppvt.com | www.leadprogrouppvt.com


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAVASAL (TK), SALEM (DT).



APPOINTMENT LETTER

5th January 2019

To,
Elakkiya C K

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a **Devops role** with effect from **25th July, 2019**. You will initially report to **Abhishek Jha - ProjectManager**.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. This remuneration consists of a fixed component of **Rs.3,00,000/-per annum** and a performance bonus of upto **Rs.50,000/- per annum**.
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligation of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, world wide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during

Toppr Technologies Pvt. Ltd

A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking
TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)
5th January 2019

Dr.R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL(TK), SALEM (DT).

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

Dear Mr./Ms. **JAYANTHI M**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**120000/-** per year and Rs.**10000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.


While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorized Signatory

Leadpro Consultancy Private Limited


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017

Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com

Dear Mr./Ms. **KASTHURI M,**

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of Tele Caller. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019.**

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.


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1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
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BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAJIVASAL (TK), SALEM (DT).



APPOINTMENT LETTER

5th January 2019

To,
Madhumitha S

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a **Devops role** with effect from **25th July, 2019**. You will initially report to **Abhishek Jha - ProjectManager**.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. This remuneration consists of a **fixed component of Rs.3,00,000/-per annum** and a **performance bonus of upto Rs.50,000/- per annum**.
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligation of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, world wide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during

Toppr Technologies Pvt. Ltd

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the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking
TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)

5th January 2019

Dr.R.PUNIDHA,M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICHI - 636 112,
THALAIVASAL(TK), SALEM (DT).

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



APPOINTMENT LETTER

5th January 2019

To,
Nathiya R S

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a **Devops role** with effect from **25th July, 2019**. You will initially report to **Abhishek Jha – Project Manager**.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. This remuneration consists of a **fixed component of Rs.3,00,000/-per annum and a performance bonus of upto Rs.50,000/- per annum**.
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligation of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, world wide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during

Toppr Technologies Pvt. Ltd

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the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking

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A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)
5th January 2019

Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

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A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

Dear Mr./Ms. **POOJA R**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAVASAL (TK), SALEM (DT).



APPOINTMENT LETTER

5th January 2019

To,
Poongothai C

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a **Devops role** with effect from **25th July, 2019**. You will initially report to **Abhishek Jha – Project Manager**.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. **This remuneration consists of a fixed component of Rs.3,00,000/-per annum and a performance bonus of upto Rs.50,000/- per annum.**
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

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A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligation of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, worldwide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during

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the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking
TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)

5th January 2019

Dr.R.PUNIDHA,M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIVAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

Dear Mr./Ms. **RAJASOUNDARI A**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**120000/-** per year and Rs.**10000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.


While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAVASAL (TK), SALEM (DT).

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi - 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017

Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com

Dear Mr./Ms. SOWMIYA D,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

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5. 5 Passport size photo.
6. Online Police Verification Certificate

For LEADPRO CONSULTANCY PVT. LTD.


Authorized Signatory

Leadpro Consultancy Private Limited


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
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DEVYAKURICH! - 636 112,
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Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110021

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com



APPOINTMENT LETTER

5th January 2019

To,
Suganeswari P

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a Devops role with effect from **25th July, 2019**. You will initially report to **Abhishek Jha – Project Manager**.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. This remuneration consists of a fixed component of **Rs.3,00,000/-per annum** and a performance bonus of upto **Rs.50,000/- per annum**.
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

TopprTechnologiesPvt.Ltd
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9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, world wide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

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(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking
Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)

5th January 2019

Dr.R.PUNIDHA,M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICHY 636 112,
THALAIVASAL (TK), SALEM (DT).

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

Dear Mr./Ms. **SUMITHRA R,**

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**



Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017

Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com


Dr.R.PUNIDHA, M.E., Ph.D.,
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ENGINEERING FOR WOMEN,
OSIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).



APPOINTMENT LETTER

5th January 2019

To,
Tharani K

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a Devops role with effect from 25th July, 2019. You will initially report to Abhishek Jha – Project Manager.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum. This remuneration consists of a fixed component of Rs.3,00,000/-per annum and a performance bonus of upto Rs.50,000/- per annum.**
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, world wide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during

Toppr Technologies Pvt. Ltd

A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. **Outside Activities:** While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. **Non-Compete:** You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. **Non-Solicitation:** During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. **Acknowledgement:** You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

17. **Entire agreement:** This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. **Amendment:** No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. **Delay, laches, forbearance and waiver:** Any delay, laches, forbearance by the Company in taking

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)
5th January 2019

Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIVAYAL PACHI - 636 112,
THALAIYASAL (TN), SALEM (DT).

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

Dear Mr./Ms. **THIRUMALAI SELVI P,**

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**120000/-** per year and Rs.**10000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

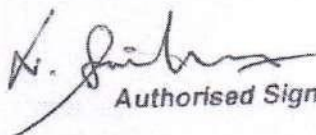
Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,

BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,

DEVIAKURICH! - 636 112,

THALAVASAL (TK), SALEM (DT).

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi - 110 001

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017

Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com



APPOINTMENT LETTER

5th January 2019

To,
Vinoranjani V

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. Position: You will be employed by the Company as a **Devops role** with effect from **25th July, 2019**. You will initially report to **Abhishek Jha – Project Manager**.
2. Location: Your initial employment location will be **chennai**. Your services are transferable to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. Company policies: You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. This remuneration consists of a **fixed component of Rs.3,00,000/-per annum and a performance bonus of upto Rs.50,000/- per annum**.
6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicable law.
7. Appraisal: The Company plans to conduct an employee review atleast once every financial year.
8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall forever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, world wide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during

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(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and / or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 month's prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12, 13 and 14.

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18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking
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notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction : This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e. under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt.Ltd

Saradha Pandey
Sr.Executive - Talent Acquisition

I have read and here by accept this letter and terms there of

(Prasad Walmik Kapkar)
5th January 2019

Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
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DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

TopprTechnologiesPvt.Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

2018-2019

PLACED STUDENT DETAILS

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

Dear Mr./Ms. N.ABINAYA,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.108000/- per year and Rs.9000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

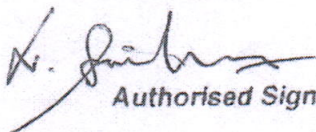
Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.


While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For LEADPRO CONSULTANCY PVT. LTD.


Authorised Signatory

Leadpro Consultancy Private Limited


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DE VIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com

Date: 07-03-2019

To,

The Placement Officer,

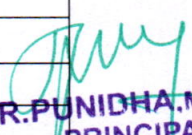
Bharathiyar Institute of Engineering for Women, Salem

Sub: Campus Placement Confirmation – Reg

Greetings from BSA Corporation Ltd India.

The following students have been selected by us in the Campus Placement on 07th Mar 2019 at Bharathiyar Institute of Engineering for Women, Salem.

Name of the Selected Students	Client Name
ABIRAMI K	FLEX
ABIRAMI S	FLEX
AKILA P	FLEX
AMSAVALLI S	FLEX
ANANTHI M	FLEX
ANANTHI M	FLEX
ANUSIYA P	FLEX
BHUVANESHWARI A	FLEX
BINDHUSHA V	FLEX
DHANUSRI M	FLEX
DIVYA S	FLEX
ELAKKIYA S	FLEX
GOKILA G	FLEX
ILAKKIYA M	FLEX
ISHWARYA R	FLEX
JOTHIPRIYA R	FLEX
KALAISELVI A	FLEX
KANMANI P	FLEX
KAVITHA D	FLEX
NANDHINI S	FLEX
NANTHINI M	FLEX
NAVEENA J	FLEX
PRIYADHARSHINI V	FLEX
SAMRIN BANU M	FLEX
SASIKALA R	FLEX
SHANMUGAPRIYA M	FLEX
SIVAGAMI A	FLEX
SOWMYA P	FLEX
SRIHEMALATHA S	FLEX


Dr.R.PUNIDHA,M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

VISHNUPRIYA S	FLEX
VISHNUPRIYA V	FLEX
JAYASATHYA V	FLEX
PREETHI M	FLEX

Note:

Work location: Chennai | Designation: NEEM TRAINEE | Joining Date: Aug 2nd Week Official offer & detailed appointment letter will be issued on the date of joining.

For BSA Corporation Ltd India




Manager - HR Department

BSA Corporation Ltd.

Corporate Office: 18-20, Sukhwani Fortune, Morwadi Road, Pimpri, Pune – 411 018.

Tel: 020 2747 4987 Email: Placement@bsagroup.in website: www.bsagroup.in



**Dr.R.PUNIDHA M.E.F.D.,
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BHARATHIYAR INSTITUTE OF
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Dr.R.PUNIDHA M.E.F.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).

Dear Mr./Ms. **K.AMBIKA**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

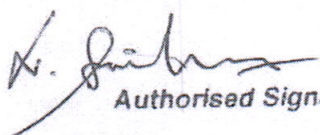
Note :


Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com

Dear Mr./Ms. C.ANANTHI,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

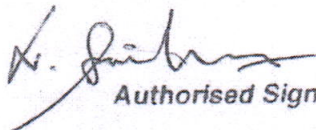
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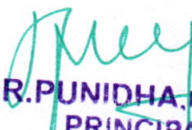
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6. Online Police Verification Certificate

For LEADPRO CONSULTANCY PVT. LTD.


Authorised Signatory

Leadpro Consultancy Private Limited


Dr.R.PUNIDHA.M.E.,Ph.D.,
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Ground Floor , Balaji Avenue,
1st Street, Opp Vidyodaya School,
Thirumalai Pillai Road, T.Nagar,
Chennai – 600017.

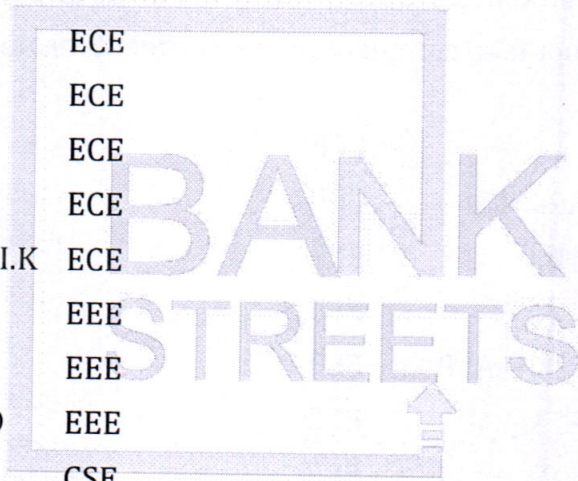
FINAL SELECTED CANDIDATES LIST OF CAMPUS DRIVE (13.03.2019)

The following candidates have been selected BankStreets.com (An Unit of Gowstrika Business solutions Pvt Ltd.) in the Campus Placement held on 13th March, 2019 .
Joining date for these selected candidates will be informed by us within two days.
The selected candidates are requested to meet us on the joining date with the required documents to complete the recruitment formalities..

1	SARITHA.S	ECE
2	TAMILARASI.S	CIVIL
3	SUMATHI.P	EEE
4	SUBHA SRI.E	EEE
5	MANIMEKALAI.P	EEE
6	SANGEETHA.M	EEE
7	SATHYABAMA.V	EEE
8	SARANYA.B	CIVIL
9	AMBIKA.P	EEE
10	VIMALRANI.V	ECE
11	AJIMA BEE.A	CIVIL
12	DHANALAKSHMI.A	CIVIL
13	SHALINI.S	CIVIL
14	SUJATHA.S	CIVIL
15	ANANTHI.S	CSE
16	JAYAPRIYA.R	CSE
17	PAVITHRA.V	CSE
18	DEVI.N	CSE
19	SENTHAMILSELVI.R	CSE
20	BAKIYALAKSHMI.B	ECE
21	BANUPRIYA.S	ECE
22	ELAVARASI.S	ECE
23	RAMYA.R	CIVIL


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24	TAMILMOZHIR	CIVIL
25	VINORANJANI.V	CIVIL
26	PRIYA.C	CIVIL
27	SHYAMALA.R	CSE
28	KAVIYARASI.T	CSE
29	THARANI.G	CSE
30	THENMOZHI.K	CSE
31	JAYALAKSHMI.R	ECE
32	JAYASUDHA.K	ECE
33	ARUNA.M	ECE
34	KAVINILAVU.P	ECE
35	KOWSALYA.R	ECE
36	PRIYADHARSHINI.K	ECE
37	KASTHURI.S	EEE
38	VALARMATHIA	EEE
39	MAHALAKSHMI.D	EEE
40	KASTHURI.P	CSE



[Signature]
Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
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 DEVYAKURICH! - 636 112,
 THALAIVASAL (TK), SALEM (DT).



Placement Placement <placement@biew.ac.in>

Placement Offered Details - Perfect Multimedia

1 message

Hr Hr <hr@perfect-multimedia.com>

Wed, Apr 3, 2019 at 4:32 PM

To: placement@biew.ac.in

Cc: prabakaran@neolysi.com, arunpattabiraman@neolysi.com

Dear Sir,

Greetings,

Further to the campus drive conducted in your college. The following list of students has been Offered to join the company in Dec 2019, as per the norms of the company at that time. The Salary will be between 10k - 12k per month, which is decided for the candidate at the time of joining. The intimation to join the company along with the offer letter and further instructions regarding their joining process, will be sent to the candidates, to their mail id, which is provided to us, by the selected candidates.

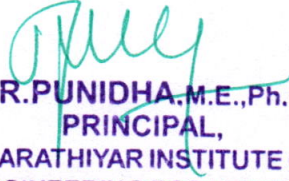
Offered Candidates Name List

1. Saranya.M - EEE
2. Priya Lakshmi.M - EEE
3. Saranya.R - CSE
4. Babyshalini.R - CSE

For Further details regarding our travel plan contact Mr.Prabhakar, Neolysi.

Thanks & Regards,
HR - Recruitment Panel,

PERFECT MULTIMEDIA
SDN BHD
hr@perfect-multimedia.com.


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Dear Mr./Ms. **P.KAVIBHARATHI**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**120000/-** per year and Rs.**10000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

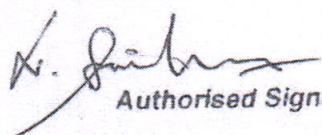
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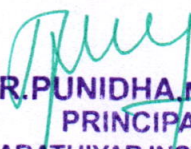
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5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited


Dr.R.PUNIDHA M.E.,Ph.D.,
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G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com

Dear Mr./Ms. **M.MATHIYAHAZI**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**108000/-** per year and Rs.**9000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

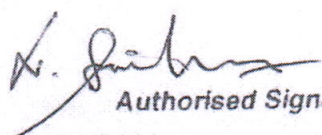
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For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited


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Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com



APPOINTMENT LETTER

5th January 2019

To,
Punitha A

Toppr Technologies Pvt.Ltd (the“Company”)is pleased to offer you employ mention the following terms:

- 1. Position: You will be employed by the Company as a **Devops** role with effect from **25th July, 2019**. You will initially report to **AbhishekJha –Project Manager**.
- 2. Location: Your initial employment location will be **Chennai**. Your services are transferable to any location in the country or to any of the company’s associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
- 3. Exclusivity and No Bar: By signing this letter, you confirm with the Company that you are under nocontractualorother legal obligations that would prohibit you from performing your duties with thecompany or terms of this letter. You have full right, power and authority to execute, deliver and performthe duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
- 4. Company policies: You shall be bound by any and all policies and procedures of the Company, whichmaychangefromtimetotime.
- 5. Compensation and employee benefits: Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/-per annum**. This remuneration consists of **affixed component of Rs.3,00,000/-per annum and a performance bonus of up to Rs.50,000/-per annum**.
- 6. Withholding Taxes: All forms of compensation referred to in this letter are subject to reduction toreflect applicable withholding such as PF and payroll taxes as may be required pursuant to any applicablelaw
- 7. Appraisal:TheCompanyplanstoconductanemployeereviewatleastonceeveryfinancialyear.
- 8. Reimbursement for Expenses: You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company’s Expense Policy.This shall include all

[Signature]
Dr.R.PUNIDHA M.E.,Ph.D.,
PRINCIPAL,
DEVYAKURICH! INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAVASAL (TK), SALEM (DT).

[Faint stamp]
 Dr.R.PUNIDHA M.E., Ph.D.,
 PRINCIPAL,
 DEVYAKURICH! INSTITUTE OF
 ENGINEERING FOR WOMEN,
 DEVYAKURICH! - 636 112,
 THALAVASAL (TK), SALEM (DT).



normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement). As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall for ever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

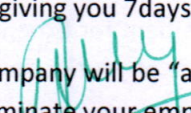
11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, worldwide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renew or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai - 400076, India


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PRINCIPAL,
BHARATHIYAR INSTITUTE OF
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DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).



time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

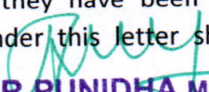
13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or shareholder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and/ or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 months prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12, 13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai - 400076, India


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PRINCIPAL,
BHARATHIYAK INSTITUTE OF
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THALAIVASAL (TK), SALEM (DT).



consideration for the undertakings given in Clauses 12,13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking imitative action.


20. Governing law and jurisdiction: This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the annex mentioned here in i.e. under this Clause 23.

We hope that you find the foregoing terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
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TopprTechnologiesPvt.Ltd

A204SupremeBusinessPark,Hiranandani,PowaiMumbai-400076,India



Let me add that wear Toppr looker thus elastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt. Ltd

Saradha Pandey
Sr.Executive-TalentAcquisition

Ihavereadandherebyacceptthisletterandtermsthereof

(PrasadWalmikKapkar)
5thJanuary 2019

Dr.R.PUNIDHA.M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Dear Mr./Ms. **L.RASIDHABEE**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs. **108000/-** per year and Rs. **9000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

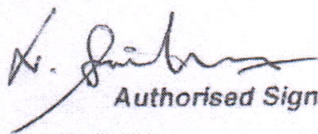
Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

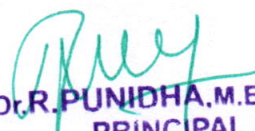
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1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com

2018-2019

PLACED STUDENT DETAILS

**DEPARTMENT OF ELECTRONICS AND COMMUNICATION
ENGINEERING**



Sri Marg Human Resource Pvt Ltd

H.O. : No. 9, Muthu Nagar, Poonamallee, Chennai - 600 056.

B.O. : 1st Floor, Near Mosque, Tada Kandriga, SPSR Nellore Dist, Andhra Pradesh-524 401.

ESI Code No. 62510554460011001, EPF Code No. : GRCDP1324786, Service Tax No. : AAOCS5453JSD001

Cell : 9940038516, 9940038515 Tele / Fax : 044-26492336

E-mail : asokansrimarg@gmail.com Web Site : <http://www.srimarg.com>

Offer Letter

To

The Principal,
Bharathiyar Institute of Engineering, Salem.

Dear Sir / Madam,

The following Students are selected for SRI MARG HUMAN RESOURCE, to work at our Client Company M/s MITSUBA SICAL INDIA PVT LTD, Gummudipoondi and Gross salary will be 12,365/- PM .

S.No	Name	Dept	Cell
1	ABIRAMI A	ECE	9787087620
2	BIRUNTHA A	ECE	9489929058
3	KAVITHA S	ECE	9942923176
4	SANTHI V	ECE	9543806454
5	SHANMUGAPRIYA S	ECE	9597262718
6	SUVITHA D	ECE	8220913929
7	VANITHA A	ECE	9751636885

Note:

1. Aspirant must be in suitable BMI range.
2. During Medical Test Aspirant's result must be positive. Abnormal aspirants are not eligible.
3. Selected aspirants should not possess any arrears while reporting.
4. Aspirants are recruited only when there any replacement need at factory.

Congratulations!!!

Date: 28.12.2018

Place : SALEM



[Signature]
Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVI AKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).




Ground Floor , Balaji Avenue,
1st Street, Opp Vidyodaya School,
Thirumalai Pillai Road, T.Nagar,
Chennai – 600017.

FINAL SELECTED CANDIDATES LIST OF CAMPUS DRIVE (13.03.2019)

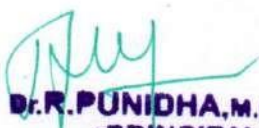
The following candidates have been selected BankStreets.com (An Unit of Gowstrika Business solutions Pvt Ltd.,) in the Campus Placement held on 13th March, 2019 .
Joining date for these selected candidates will be informed by us within two days.
The selected candidates are requested to meet us on the joining date with the required documents to complete the recruitment formalities..

1	SARITHA.S	ECE
2	TAMILARASIS	CIVIL
3	SUMATHI.P	EEE
4	SUBHA SRI.E	EEE
5	MANIMEKALAI.P	EEE
6	SANGEETHA.M	EEE
7	SATHYABAMA.V	EEE
8	SARANYA.B	CIVIL
9	AMBIKA.P	EEE
10	VIMALRANI.V	ECE
11	AJIMA BEE.A	CIVIL
12	DHANALAKSHMI.A	CIVIL
13	SHALINI.S	CIVIL
14	SUJATHA.S	CIVIL
15	ANANTHI.S	CSE
16	JAYAPRIYA.R	CSE
17	PAVITHRA.V	CSE
18	DEVI.N	CSE
19	SENTHAMILSELVI.R	CSE
20	BAKIYALAKSHMI.B	ECE
21	BANUPRIYA.S	ECE
22	ELAVARASIS	ECE
23	RAMYA.R	CIVIL

BANK
STREETS


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).

24	TAMILMOZHI.R	CIVIL
25	VINORANJANI.V	CIVIL
26	PRIYA.C	CIVIL
27	SHYAMALA.R	CSE
28	KAVIYARASI.T	CSE
29	THARANI.G	CSE
30	THENMOZHI.K	CSE
31	JAYALAKSHMI.R	ECE
32	JAYASUDHA.K	ECE
33	ARUNA.M	ECE
34	KAVINILAVU.P	ECE
35	KOWSALYA.R	ECE
36	PRIYADHARSHINI.K	ECE
37	KASTHURI.S	EEE
38	VALARMATHI.A	EEE
39	MAHALAKSHMI.D	EEE
40	KASTHURI.P	CSE



Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIVASAL (TK), SALEM (DT).

Date: 07-03-2019

To,
The Placement Officer,
Bharathiyar Institute of Engineering for Women, Salem

Sub: Campus Placement Confirmation – Reg

Greetings from BSA Corporation Ltd India.

The following students have been selected by us in the Campus Placement on 07th Mar 2019 at Bharathiyar Institute of Engineering for Women, Salem

S.NO	Name of the Selected Students	Client Name	S.NO	Name of the Selected Students	Client Name
1	AKILA V	FLEX	31	MUGILA M	FLEX
2	AMMU K	FLEX	32	NANDHINI S	FLEX
3	DHIVYABHARATHI P	FLEX	33	NITHIYA M	FLEX
4	DIVYA R	FLEX	34	NITHYA S	FLEX
5	GOWTHAMI M	FLEX	35	PERUMAYE J	FLEX
6	HEMA K	FLEX	36	POOMANI S	FLEX
7	HEMAVATHI R	FLEX	37	POONAM A	FLEX
8	JAYASRI R	FLEX	38	PREETHA S	FLEX
9	JEEVIKA A	FLEX	39	PRIYA P	FLEX
10	JEEVITHA R	FLEX	40	PRIYADHARSHINI E	FLEX
11	JESINTHAMARY P	FLEX	41	RANJITHA R	FLEX
12	KALAIMANI P	FLEX	42	RASIYA M	FLEX
13	KALAIYARASI K	FLEX	43	REVATHI V	FLEX
14	KANNIYAMMAL K	FLEX	44	ROJA S	FLEX
15	KAVITHA M	FLEX	45	SANDHIYA P	FLEX
16	KAVIYARASI P	FLEX	46	SARANYA P	FLEX
17	KOGILA K	FLEX	47	SELVAMATHI S	FLEX
18	KOWSALYA K (14-05-1998)	FLEX	48	SHEELA M	FLEX
19	KOWSALYA K (30-06-1998)	FLEX	49	SHOBANA N	FLEX
20	KOWSALYA S	FLEX	50	SONA P	FLEX
21	LAVANYA R	FLEX	51	SOUNDHARYA S	FLEX
22	MAHESWARI R	FLEX	52	SUBALAKSHMI S	FLEX

Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIYASAL (TK), SALEM (DT).

23	MANIMEGALAI S	FLEX	53	SUBASRI N	FLEX
24	MANJULA A	FLEX	54	SUGANYA M	FLEX
25	MANKAIYARKARASI A	FLEX	55	SUMITHRA R	FLEX
26	MOHANAPRIYA M	FLEX	56	VARALAKSHMI G	FLEX
27	PRIYADHARSHINI N	FLEX	57	VENKATESHWARI A	FLEX
28	RAJAPRIYA R	FLEX	58	VENNILA E	FLEX
29	RAMYA R (19-04-1998)	FLEX	59	VIJAYAKUMARI K	FLEX
30	RAMYA R (27-05-1998)	FLEX			

Note:

Work location: Chennai, Designation: NEEM TRAINEE | Joining Date: Aug 2nd Week Official offer & detailed appointment letter will be issued on the date of joining.

For BSA Corporation Ltd India


Dr.R.PUNIDHA, M.E., Ph.D.,
-PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).


 Manager - HR Department

BSA Corporation Ltd.

Corporate Office: 18-20, Sukhwani Fortune, Morwadi Road, Pimpri, Pune – 411 018.
 Tel: 020 2747 4987 Email: Placement@bsagroup.in website: www.bsagroup.in

Dear Mr./Ms. **BANUMATHI P,**

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.


Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.


While joining below mentioned documents photo copies should be submitted.

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5. 5 Passport size photo.
6. Online Police Verification Certificate

For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

Leadpro Consultancy Private Limited


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
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DEVIYAKURICHI - 636 112.
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Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com

Dear Mr./Ms. **DHIVYA D**,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**108000/-** per year and Rs.**9000/-** is paid on a Monthly basis.

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For **LEADPRO CONSULTANCY PVT. LTD.**


Authorised Signatory

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Dear Mr./Ms. JEEVA P,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

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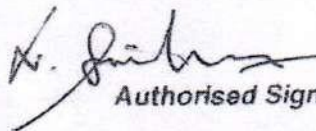
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For **LEADPRO CONSULTANCY PVT. LTD.**


Authorized Signatory

Leadpro Consultancy Private Limited


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Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com

Dear Mr./Ms. MANGAIYARKARASI N,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.120000/- per year and Rs.10000/- is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

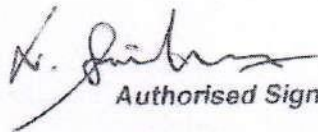
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For LEADPRO CONSULTANCY PVT. LTD.


Authorised Signatory

Leadpro Consultancy Private Limited


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THALAIVASAL (TK), SALEM (DT).

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Tel: 91-44- 64995665 | Email: info@leadprogroupp.com | www.leadprogroupp.com

Dear Mr./Ms. **MARIYAMMAL R,**

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**120000/-** per year and Rs.**10000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

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5. 5 Passport size photo.
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For **LEADPRO CONSULTANCY PVT. LTD.**


Authorized Signatory

Leadpro Consultancy Private Limited


Dr. R. PUNIDHA, M.E., Ph.D.,
***PRINCIPAL,**
BHARATHIYAR INSTITUTE OF
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G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com



Offer: Computer Consultancy
Ref: TCSL/DT20195339729/Chennai
Date: 26/07/2019

Ms. Abinaya J
Lakshmi Kandham Apartment Jagriya Colony,
Kodambakkam,
Chennai-600024,
Tamil Nadu.
Tel# -9840247351

Dear Abinaya J,

Sub: Letter of Offer

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

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **IT Infrastructure Services (ITIS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20195339729

1

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹7,570/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

- i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.
- ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,

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TCSL/DT20195339729

3

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

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

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

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unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

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

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving

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notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

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

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a

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- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Abinaya J
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICHI - 636 112.
THALAIVASAL (TK), SALEM (DT).

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TATA CONSULTANCY SERVICES
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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20222005860/Lucknow
Date: 05/03/2022

Ms. Dhivya J
Near Vivekananda School,
Attur,
Salem-636141,
Tamilnadu.
Tel# -

Dear Dhivya J,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

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COMPENSATION AND BENEFITS

BASIC SALARY

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

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

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

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

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

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

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

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior



written permission of TCSL.

9. Confidentiality Agreement

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

10. Service Agreement

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

11. Work in SBWS mode

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

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

12. Overseas International Assignment Agreement

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



serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

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

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

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

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

16. Retirement

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

17. Pre-employment Medical Certificate

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

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18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

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

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

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



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

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

The original documents will be returned to you after verification.

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

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

21. TCS Xperience Program

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

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

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

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

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



24. Compliance to all clauses

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

25. Data Privacy Clause:

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

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

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

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

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

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

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



GROSS SALARY SHEET

Annexure 1

Name	Dhivya J
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

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

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

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

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

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

Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

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



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

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

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

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

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



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

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

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

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

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

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

11. General

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

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


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

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



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

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


Dr.R.PUNIDHA,M.E.,Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIVASAL (TK), SALEM (DT).



APPOINTMENT LETTER

5th January 2019

To,
AARTHI G C

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. **Position:** You will be employed by the Company as a **DevOps role** with effect from **25th July, 2019**. You will initially report to **AbhishekJha – Project Manager**.
2. **Location:** Your initial employment location will be **Chennai**. Your services are transfer able to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. **Exclusivity and No Bar:** By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. **Company policies:** You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. **Compensation and employee benefits:** Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/- per annum**. This remuneration consists of a fixed component of **Rs.3,00,000/- per annum** and a performance bonus of up to **Rs.50,000/- per annum**.
6. **Withholding Taxes:** All forms of compensation referred to in this letter are subject to reduction to reflect applicable with holding such as PF and payroll taxes as may be required pursuant to any applicable law
7. **Appraisal:** The Company plans to conduct an employee review at least once every financial year.
8. **Reimbursement for Expenses:** You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall for ever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, worldwide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may

Toppr Technologies Pvt. Ltd
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be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or share holder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and/or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 months prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12,13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the under takings given in Clauses 12,13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements , whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

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18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, for bearance and waiver: Any delay, laches, forbearance by the Company in taking notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction: This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.


23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt. Ltd
Saradha Pandey
Sr. Executive-Talent Acquisition


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIVASAL (TK), SALEM (DT).

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APPOINTMENT LETTER

5th January 2019

To,
HARISIDTHI K

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. **Position:** You will be employed by the Company as a **DevOps role** with effect from **25th July, 2019**. You will initially report to **AbhishekJha – Project Manager**.
2. **Location:** Your initial employment location will be **Chennai**. Your services are transfer able to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. **Exclusivity and No Bar:** By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. **Company policies:** You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. **Compensation and employee benefits:** Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/- per annum**. This remuneration consists of a fixed component of **Rs.3,00,000/- per annum** and a performance bonus of up to **Rs.50,000/- per annum**.
6. **Withholding Taxes:** All forms of compensation referred to in this letter are subject to reduction to reflect applicable with holding such as PF and payroll taxes as may be required pursuant to any applicable law
7. **Appraisal:** The Company plans to conduct an employee review at least once every financial year.
8. **Reimbursement for Expenses:** You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

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9. **Stock Options:** Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. **Confidential Information:** You shall for ever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its a affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government ,judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information "shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain(other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. **Intellectual Property:** You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, worldwide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term."Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. **Employment Relationship:**

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion an confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary(payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period(except in case of termination by the Company for cause pursuant to which your employment may

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18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction: This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.


23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt. Ltd
Saradha Pandey
Sr. Executive-Talent Acquisition


Dr.R.PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).

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be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or share holder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and/or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 months prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12,13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the under takings given in Clauses 12,13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements , whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



APPOINTMENT LETTER

5th January 2019

To,
KOKILA B

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. **Position:** You will be employed by the Company as a **DevOps role** with effect from **25th July, 2019**. You will initially report to **AbhishekJha – Project Manager**.
2. **Location:** Your initial employment location will be **Chennai**. Your services are transfer able to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. **Exclusivity and No Bar:** By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. **Company policies:** You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. **Compensation and employee benefits:** Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/- per annum**. This remuneration consists of a fixed component of **Rs.3,00,000/- per annum** and a performance bonus of up to **Rs.50,000/- per annum**.
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9. Stock Options: Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. Confidential Information: You shall for ever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. Intellectual Property: You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, worldwide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. Employment Relationship:

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may

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14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or share holder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and/or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 months prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12,13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the under takings given in Clauses 12,13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

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18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, forbearance and waiver: Any delay, laches, forbearance by the Company in taking notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction: This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.


23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.

Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt. Ltd
Saradha Pandey
Sr. Executive-Talent Acquisition


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIVASAL (TK), SALEM (DT).

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



APPOINTMENT LETTER

5th January 2019

To,
PREETHI B

Toppr Technologies Pvt. Ltd (the "Company") is pleased to offer you employment on the following terms:

1. **Position:** You will be employed by the Company as a **DevOps role** with effect from **25th July, 2019**. You will initially report to **AbhishekJha – Project Manager**.
2. **Location:** Your initial employment location will be **Chennai**. Your services are transfer able to any location in the country or to any of the company's associate at the sole discretion of the management and you will be governed by the transfer policies prevailing in the company at that time.
3. **Exclusivity and No Bar:** By signing this letter, you confirm with the Company that you are under no contractual or other legal obligations that would prohibit you from performing your duties with the company or terms of this letter. You have full right, power and authority to execute, deliver and perform the duties under this letter. You are not currently and have not ever been subject to expulsion, bar, suspended or other disciplinary proceeding or action from or by any legal, statutory or regulatory authority.
4. **Company policies:** You shall be bound by any and all policies and procedures of the Company, which may change from time to time.
5. **Compensation and employee benefits:** Your total remuneration package (on a Cost to Company basis) would be **Rs.3,50,000/- per annum**. This remuneration consists of a fixed component of **Rs.3,00,000/- per annum** and a performance bonus of up to **Rs.50,000/- per annum**.
6. **Withholding Taxes:** All forms of compensation referred to in this letter are subject to reduction to reflect applicable with holding such as PF and payroll taxes as may be required pursuant to any applicable law
7. **Appraisal:** The Company plans to conduct an employee review at least once every financial year.
8. **Reimbursement for Expenses:** You will be reimbursed directly for reasonable expenses incurred by you in performance of your duties, in accordance with the Company's Expense Policy. This shall include all normal and related expenses such as telephone calls, travel expenses, courtesy meals for clients and customers and company related operating expenses related to your automobile (mileage reimbursement).As a regular employee of the Company you will also be eligible to participate in all Company-sponsored benefits that other employees receive.

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



9. **Stock Options:** Subject to the approval of the Company's Board of Directors, you may be granted stock options on terms and conditions contained in Company's Employee Stock Option Plan.

10. **Confidential Information:** You shall for ever hold the Confidential Information in confidence and shall not disclose or disseminate to any person or competitor of the Company or its affiliates; or use for any purpose any Confidential Information other than such purposes as shall be required to fulfill your duties with the Company, without the Company's prior written permission. Provided however that you may disclose Confidential Information where ordered to do so, by any government, judicial or quasi-judicial authority, subject to giving a prior reasonable notice to the Company of such prospective disclosure and assisting Company in obtaining protective order preventing such disclosure. "Confidential Information" shall mean and include all information which is confidential and/or proprietary to the Company and/or its affiliates disclosed to or obtained by you from the Company and/or its affiliates, whether in written, electronic or on any media or orally and whether or not the information is expressly stated to be confidential or marked as such, but does not include information that is in public domain (other than by your breach of this letter) or that was developed by or previously known by you, as established by your written records prior to receipt of such information from the Company, or that was lawfully obtained by you from a third party without any obligations of confidentiality.

11. **Intellectual Property:** You agree that the Intellectual Property as well as any portion thereof developed by you shall be the sole property of the Company from date of creation thereof. You hereby irrevocably, absolutely and perpetually assign to the Company all any rights of any nature, present or future, worldwide rights in respect of your right, title, and interest, including intellectual property rights, in respect of the Intellectual Property developed by you, free from encumbrances of any kind for the full term of each and every such right, including renewal or extension of any such term. "Intellectual Property" means patent rights, copyrights and rights relating to the protection of trade secrets and confidential information, Internet domain names, and all other intellectual or proprietary rights anywhere in the world, whether or not requiring registration and whether or not such registration has been obtained.

12. **Employment Relationship:**

(A) You will be under probation for a period of 3 months from your date of joining. At the end of probation period, the Company at its sole discretion can confirm your appointment or extend the period of probation. During the period of probation, either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 7 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 7 days' salary.

(B) On confirmation of your appointment, your employment with the Company will be "at will" and for no specific period of time, meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause by giving 30 days' notice in writing. Alternatively, the Company may terminate your employment with immediate effect, upon giving you 1 month's salary (payable within 45 days after the notice period is served by the employee) in lieu of notice or pro-rated salary for the balance notice period in case you have been permitted to work during the notice period (except in case of termination by the Company for cause pursuant to which your employment may

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



be terminated with immediate effect by a notice in writing without salary in lieu of notice). In case you have given a notice to terminate, the Company may, at its sole discretion, permit you to leave service during the notice period without any salary in lieu of notice or pro-rated salary for the balance notice period. The Company retains the discretion to make all other decisions concerning your employment (e.g. corrective actions, transfers, job responsibilities, compensation, or any other managerial decisions) with or without good cause. Any and all of the Company's property, Confidential Information and Intellectual Property of the Company acquired by you or in your possession shall be returned to the Company immediately upon termination of your employment with the Company.

(C). If you do not clear the training, you will not be paid for the notice period.

(D). If the company terminates your employment for disciplinary action (with written or email warnings), you will not be paid for notice period.

13. Outside Activities: While you render services to the Company, you agree that you will not engage in any other employment, consulting or other business activity without the written consent of the Company.

14. Non-Compete: You will not directly or indirectly (either as an individual on his own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, office bearer, or share holder or in a similar capacity or function) carry on or be engaged or be interested in any business, trade or profession that directly or indirectly competes with the business of the Company, during the term of the employment with the Company and for a period of 1 year after termination of your employment with the Company in accordance with the terms of this letter (except that you may hold shares in a publicly listed company where holding is for investment purposes and is less than 2% of the capital of such company).

15. Non-Solicitation: During the term of the employment with the Company and for a period of 2 years after termination of your employment with the Company in accordance with the terms of this letter, you shall not solicit and/or attempt to solicit employment of or advise any of the Company's existing employees or any person who was employed by the Company within 6 months prior to such solicitation or any person or organization providing services to or through Company and/or its affiliates to terminate his or her contract or relationship with Company or to accept any contract (directly or indirectly) or other arrangement for providing services to any other person or organization.

16. Acknowledgement: You acknowledge that the duration and scope of the undertakings in Clauses 12,13 and 14 above are reasonable under the circumstances in which they have been given, and your employment with the Company and the compensation payable under this letter shall be sufficient consideration for the undertakings given in Clauses 12,13 and 14.

17. Entire agreement: This letter supersedes and replaces any prior understandings or agreements, whether oral or written, between you and the Company regarding the subject matter described in this letter. This is the entire agreement and understanding between you and the Company with respect to the subject matter hereof.

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India



18. Amendment: No change, or termination of any of the terms of this letter shall be effective unless made in writing and signed by parties to this letter. Any subsequent change in your duties, designation, salary or benefits will not affect the validity or scope of this letter.

19. Delay, laches, for bearance and waiver: Any delay, laches, forbearance by the Company in taking notice and acting on a default made by you, the Company shall not be deemed to have waived or acquiesced from or barred from taking mitigative action.

20. Governing law and jurisdiction: This letter shall be governed and construed in accordance with the laws of India and is subject to exclusive jurisdiction of courts of Mumbai.

21. Indemnity: You shall indemnify and keep indemnified the Company against any and all claims, damages, losses etc., which the Company might suffer, on account of breach by you of any of the terms and conditions contained herein. The Company shall, in addition to any other remedies provided herein or otherwise available by law, be entitled to an injunction restraining the Employee from breaching or otherwise violating any provision of this letter.

22. Assignment: This letter agreement is not assignable by the Employee.

23. Notices: All notices and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by facsimile transmission or mailed (postage prepaid) or by electronic mail to the parties at the addresses or facsimile numbers notified to the other party in the manner mentioned here in i.e under this Clause 23.

We hope that you find the fore going terms acceptable. You may indicate your agreement with these terms and accept this offer by signing and dating the duplicate original of this letter and returning them to the Company.


Let me add that we at Toppr look enthusiastically to your joining us.

Sincerely,

On behalf of Toppr Technologies Pvt. Ltd

Saradha Pandey

Sr. Executive-Talent Acquisition


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIYASAL (TK), SALEM (DT).

Toppr Technologies Pvt. Ltd
A204 Supreme Business Park, Hiranandani, Powai Mumbai-400076, India

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Date: 22.01.2019

Interim Offer Letter

Dear Devadharsini. M

Welcome to the Vee Family...!

We are pleased to inform that you have been shortlisted for position of **Processor –Trainee** with effect from July in Vee Technologies Pvt Ltd. Your CTC will be **Rs. 96000 to 120000/-** per annum (depend on location the CTC may change). You will undergo training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates.

If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of **Rs 10000/- (Ten Thousand rupees)** to the company.

On successful completion of the training you will be on boarded in Vee Technologies. Our on boarding team will be in touch to update your date of joining and location before two weeks. Please consider this as an interim offer and the training start date may be postponed or proponed based on the business need of the organization. The company or the educational institution will not be liable to the student to hire them if the business scenario changes. After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations. For certain domain you will be on boarded after taking another formal discussion with the technical team.

You are required to submit the following documents while reporting to the duty:

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) -3 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License)- 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure – 1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.


The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,
for Vee Technologies Pvt. Ltd.,


Kesavan M

Asst. Manager – Human Resource


Dr. R. PUNDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAIYASAL (TK), SALEM (DT).

Bangalore: Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel. + 91 80 2226 6677

Bangalore RR Nagar: 5th Floor, No. 483, Seeetha Complex, 16th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel. + 91 96325 78003

Salem: 4/14, Reddipathy Road, Mamangam, Salem - 636 302, Tel. + 91 427 2341 064

Salem SEZ: Plot No:14, IT/ITES ELCOT SEZ, Salem to Bangalore NH-7 Road, Jagu Annampalayam Village, Suramangalam SRO, Salem-636 302, Tel. + 91 427 2340290

Chennai: Tower-3 Special Module, Chennai One IT Park SEZ, Thorapakkam - 600 097, Tel. + 91 044 2433 1235

USA: New York, 90 Park Avenue Suite 1700, New York, NY 10016, Tel: 646 837 0837

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Date: 22.01.2019

Interim Offer Letter

Dear Sowmiya

Welcome to the Vee Family...!

We are pleased to inform that you have been shortlisted for position of Processor –Trainee with effect from _____ in Vee Technologies Pvt Ltd. Your CTC will be Rs. 96000 to 120000/- per annum (depend on location the CTC may change). You will undergo training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates.

If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs 10000/- (Ten Thousand rupees) to the company.

On successful completion of the training you will be on boarded in Vee Technologies. Our on boarding team will be in touch to update your date of joining and location before two weeks. Please consider this as an interim offer and the training start date may be postponed or proposed based on the business need of the organization. The company or the educational institution will not be liable to the student to hire them if the business scenario changes. After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations. For certain domain you will be on boarded after taking another formal discussion with the technical team.

You are required to submit the following documents while reporting to the duty:

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- Photocopy of ID Proof (Aadhar/Pan Card/Driving License)- 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure – 1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.


The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,
for Vee Technologies Pvt. Ltd.,


Kesavan M

Asst. Manager – Human Resource


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Bangalore: Sona Towers, 71, Miller Road, Bangalore - 560 052, Tel: + 91 80 2226 6677

Bangalore RR Nagar: 5th Floor, No. 483, Seethe Complex, 16th Cross, 8th Main Road, RR Nagar, Bangalore -- 560 098, Tel: + 91 96325 78003

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Salem SEZ: Plot No:14, IT/ITES ELCOT SEZ, Salem to Bangalore NH-7 Road, Jagu Ammapalayam Village, Suramangalam SRO, Salem-636 302, Tel: + 91 427 2340290

Chennai: Tower-3 Special Module, Chennai One IT Park SEZ, Thorapakkam - 600 097, Tel: + 91 044 2433 1235

Hyderabad: Plot No: 10, IT/ITES ELCOT SEZ, Hyderabad - 500 082, Tel: + 91 40 2333 1235

2018-2019

PLACED STUDENT DETAILS

**DEPARTMENT OF ELECTRICAL AND ELECTRONICS
ENGINEERING**

Final Selected candidates : 13-03-2019

hr@bankstreets.com <hr@bankstreets.com>
To: placement@biew.ac.in
Cc: admin@bankstreets.com, ceo@bankstreets.com

Wed, Mar 13, 2019 at 11:27 PM

Respected Sir/Madam,

I am glad to inform you that we have short listed some candidates from the campus interview held on [13-03-2019] at your premises.


Kindly make it convenient to communicate this message to the selected candidates , they should know about their selection.

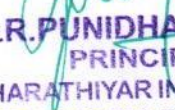
If you have any doubts or queries feel free to contact me.

Regards,

Rajesh.

9176664793

 **Final List 13-03-2019.pdf**
402K



Dr.R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVİYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

FINAL SELECTED CANDIDATES LIST OF CAMPUS DRIVE (13.03.2019)

The following candidates have been selected BankStreets.com (An Unit of Gowstrika Business solutions Pvt Ltd.,) in the Campus Placement held on 13th March, 2019 .
Joining date for these selected candidates will be informed by us within two days.
The selected candidates are requested to meet us on the joining date with the required documents to complete the recruitment formalities..

1	SARITHA.S	ECE
2	TAMILARASI.S	CIVIL
3	SUMATHI.P	EEE
4	SUBHA SRI.E	EEE
5	MANIMEKALAI.P	EEE
6	SANGEETHA.M	EEE
7	SATHYABAMA.V	EEE
8	SARANYA.B	CIVIL
9	AMBIKA.P	EEE
10	VIMALRANI.V	ECE
11	AJIMA BEE.A	CIVIL
12	DHANALAKSHMI.A	CIVIL
13	SHALINI.S	CIVIL
14	SUJATHA.S	CIVIL
15	ANANTHI.S	CSE
16	JAYAPRIYA.R	CSE
17	PAVITHRA.V	CSE
18	DEVI.N	CSE
19	SENTHAMILSELVI.R	CSE
20	BAKIYALAKSHMI.B	ECE
21	BANUPRIYA.S	ECE
22	ELAVARASI.S	ECE
23	RAMYA.R	CIVIL




Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).

24	TAMILMOZHI.R	CIVIL
25	VINORANJANI.V	CIVIL
26	PRIYA.C	CIVIL
27	SHYAMALA.R	CSE
28	KAVIYARASI.T	CSE
29	THARANI.G	CSE
30	THENMOZHI.K	CSE
31	JAYALAKSHMI.R	ECE
32	JAYASUDHA.K	ECE
33	ARUNA.M	ECE
34	KAVINILAVU.P	ECE
35	KOWSALYA.R	ECE
36	PRIYADHARSHINI.K	ECE
37	KASTHURI.S	EEE
38	VALARMATHIA	EEE
39	MAHALAKSHMI.D	EEE
40	KASTHURI.P	CSE

Date: 07-03-2019

To,
The Placement Officer,
Bharathiyar Institute of Engineering for Women, Salem

Sub: Campus Placement Confirmation – Reg

Greetings from BSA Corporation Ltd India.

The following students have been selected by us in the Campus Placement on 07th Mar 2019 at Bharathiyar Institute of Engineering for Women, Salem


Name of the Selected Students	Client Name
ANANTHAJOTHIS	FLEX
ANITHA.S	FLEX
BRUNDHA.A	FLEX
DHIVYA.A	FLEX
ELAVARASI.M	FLEX
ESWARIS	FLEX
GAYATHRI.K	FLEX
GOKILADEVI.V	FLEX
ISHWARIYA.K	FLEX
JAYA PRIYA.P	FLEX
KAVIYA.S	FLEX
MANJU.M	FLEX
MANORANJITHAM.K	FLEX
MARIM	FLEX
PRADEEPA.K	FLEX
RAMYA.S	FLEX
REKA.K	FLEX
SATHYA.S.M	FLEX
SOWMIYA.K	FLEX

Note:

Work location: Chennai | Designation: NEEM TRAINEE | Joining Date: Aug 2nd Week Official offer & detailed appointment letter will be issued on the date of joining.


Dr.R.PUNIDHA,M.E.,Ph.D.,
-PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112.
THALAIVASAL (TK), SALEM (T).

For BSA Corporation Ltd India


Manager - HR Department

Dear Mr./Ms.A.ANISHBHARATHI ,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

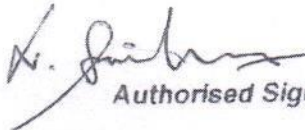
Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate


For LEADPRO CONSULTANCY PVT. LTD.

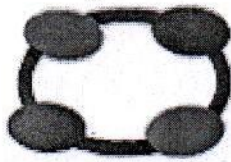

Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).



Sri Marg Human Resource Pvt Ltd

H.O. : No. 9, Muthu Nagar, Poonamallee, Chennai - 600 056.

B.O. : 1st Floor, Near Mosque, Tada Kandriga, SPSR Nellore Dist, Andhra Pradesh-524 401.

ESI Code No. 62510554460011001, EPF Code No. : GRCDP1324786, Service Tax No. : AAOCS5453JSD001

Cell : 9940038516, 9940038515 Tele / Fax : 044-26492336

E-mail : asokansrimarg@gmail.com Web Site : <http://www.srimarg.com>

Offer Letter

To

The Principal
Bharathiyar College of Engineering & Technology, Salem

Dear Sir / Madam

The following Students are provisionally selected for SRIMARG HUMAN RESOURCE, to work at our Client Company M/s MITSUBA SICAL INDIA PVT LTD, Gummidipoondi and Gross salary will be 12,365/- PM

S.No	Name	Dept	Cell
1	R.RANJANA	EEE	7010606908
2	M.BHUVANESHWARI	EEE	9865882273
3	V.ARULJOTHI	EEE	8111022021
4	G.ELANSELVI	EEE	9865746162
5	M.BHAVANI	EEE	9047139670
6	S.GANGA	EEE	8489330992
7	S.KANIMOZHI	EEE	7639214328
8	M.PREETHA	EEE	8825852696
9	M.SARANYA	EEE	7373166126
10	M.SANDHIYA	EEE	9597193279
11	T.USHA ANANTHI	EEE	9500948036
12	V.LAVANYA	EEE	9942913593

Note:

1. Aspirant must be in suitable BMI range.
2. During Medical Test Aspirant's result must be positive. Abnormal aspirants are not eligible.
3. Selected aspirants should not possess any arrears while reporting.
4. Aspirants are recruited only when there any replacement need at factory.


Congratulations!!!

Date: 28.12.2018

Place: Bharathiyar College of Engineering & Technology, Salem

For SRI MARG HUMAN RESOURCE P LTD




Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Dear Mr./Ms.L.MAHESWARI,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheuqe
5. 5 Passport size photo.
6. Online Police Verification Certificate


For LEADPRO CONSULTANCY PVT. LTD.


Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com


Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

Dear Mr./Ms.**R.PAVITHRA** ,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.


Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate


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Offer: Computer Consultancy
Ref: TCSL/DT20195294318/Chennai
Date: 26/07/2019

Ms. Priya Lakshmi
14/18Vadaku Kadu,
Valappady,
Salem-636115,
Tamil Nadu.
Tel# 91-9786511411

Dear Priya Lakshmi,

Sub: Letter of Offer

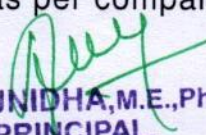
Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **IT Infrastructure Services (ITIS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 48 hours, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer you will be issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.


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DEVIYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).

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1



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹10,200/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹7,570/- per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

Performance Pay will be effective upon successful completion of the Initial Learning Programme.

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL,

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provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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

RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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

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

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period


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

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

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unsatisfactory, TCSL may terminate your traineeship forthwith.

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

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Overseas International Assignment Agreement

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

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

12. Terms and Conditions

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

13. TATA Code of Conduct

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

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving

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notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

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

16. Pre-employment Medical Certificate

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

17. Employment of Non Indian Citizens

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

18. Background Check

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

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- 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
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

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


22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

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23. Compliance to all clauses

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



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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

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GROSS SALARY SHEET

Annexure 1

Name	Priya Lakshmi
Designation	Assistant System Engineer-Trainee
Institute Name	Anna University

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

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

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5 th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601	Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114
Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555	Delhi Lead-Talent Acquisition Tata Consultancy Services 5 th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735
Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222	Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003
Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001	Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190
Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107	Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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



2. Retainer/Consultant's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines

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

7. Restriction on Retainer/Consultant's Rights

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

8. No License

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



9. Equitable Rights

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

10. General

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

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

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

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


TCS Confidential
TCSL/DT20195294318

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 095, India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com


DR. P. P. P. P. P., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).



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

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

Placement Offered Details - Perfect Multimedia

Hr Hr <hr@perfect-multimedia.com>

Wed, Apr 3, 2019 at 4:32 PM

To: placement@biew.ac.in

Cc: prabakaran@neolysi.com, arunpattabiraman@neolysi.com

Dear Sir,

Greetings,

Further to the campus drive conducted in your college. The following list of students has been Offered to join the company in Dec 2019, as per the norms of the company at that time. The Salary will be between 10k - 12k per month, which is decided for the candidate at the time of joining. The intimation to join the company along with the offer letter and further instructions regards to their joining process, will be sent to the candidates, to their mail id, which is provided to us, by the selected candidates.


Offered Candidates Name List

1. Saranya.M - EEE
2. Priya Lakshmi.M - EEE
3. Saranya.R - CSE
4. Babyshalini.R - CSE

For Further details regarding our travel plan contact Mr.Prabhakar, Neolysi.

Thanks & Regards,
HR - Recruitment Panel,

PERFECT MULTIMEDIA
— SDN BHD —
hr@perfect-multimedia.com.



Dr. R. PUNDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN,
DEVIYAKURICH! - 636 112,
THALAIVASAL (TK), SALEM (DT).

- Healthcare
- Engineering
- Finance & Accounting
- Legal
- Logistics
- Media

Date: 08/02/2019

Interim Offer Letter

Dear SURIVAKALA S

Welcome to the Vee Family...!

We are pleased to inform that you have been shortlisted for position of **Processor –Trainee** with effect from JULY in Vee Technologies Pvt Ltd. Your CTC will be Rs. 96000 to 120000/- per annum (depend on location the CTC may change). You will undergo training with our sister concern Sona Yukti Pvt Ltd, who will help you with the employability skill training. Vee Technologies will bear all the training expenses for this program for successful candidates.

If for any reason you drop out from the training program after first three days you are liable to pay back the recruitment and training expenses of Rs 10000/- (Ten Thousand rupees) to the company.

On successful completion of the training you will be on boarded in Vee Technologies. Our on boarding team will be in touch to update your date of joining and location before two weeks. Please consider this as an interim offer and the training start date may be postponed or proponed based on the business need of the organization. The company or the educational institution will not be liable to the student to hire them if the business scenario changes. After completing the joining formalities for training, based on the business requirements we would confirm the place of training and work and the candidates should be flexible to work from any of our locations. For certain domain you will be on boarded after taking another formal discussion with the technical team.

You are required to submit the following documents while reporting to the duty:

- Photocopy of Academic Marks Cards (SSLC/HSC/Degree) - 2 Sets
- Photocopy of Address proof (Ration Card/Voter ID/Passport) -3 Copies
- Photocopy of ID Proof (Aadhar/Pan Card/Driving License)- 3 Copies
- 3 Passport size & 3 Stamp Size Photographs
- Reference Numbers of 3 persons (2 Professional and 1 Personal as per Annexure – 1)
- Family Photo for ESI Coverage (2 Post card Size)
- Original SSLC or HSC document should be deposited with the company
- All Other original documents (Academic, Address & ID Proof) should be furnished for verification.

The facilities like hostel, Canteen and transport are optional services and may be available at certain locations, and the employee cannot demand the services

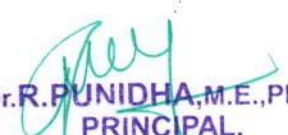
For any help/queries, Please write to campusconnect@veetechnologies.com

With best wishes,
for Vee Technologies Pvt. Ltd.,



Kesavan M

Asst. Manager – Human Resource



Dr. R. PUNIDHA, M.E., Ph.D.,
PRINCIPAL,
BHARATHIYAR INSTITUTE OF
ENGINEERING FOR WOMEN

DEVIAKURICHI - 636 112,
THALAIVASAL (TK), SALEM (DT).

Bangalore: Sono Towers, 71, Miller Road, Bangalore - 560 052, Tel: + 91 80 2226 6677

Bangalore RR Nagar: 5th Floor, No. 483, Seetha Complex, 16th Cross, 8th Main Road, RR Nagar, Bangalore - 560 098, Tel: + 91 96325 78003

Salem: 4/14, Reddipathy Road, Momangam, Salem - 636 302, Tel: +91 427 2341 064

Salem SEZ: Plot No:14, IT/ITES ELCOT SEZ, Salem to Bangalore NH-7 Road, Jagu Ammapalayam Village, Suramangalam SRO, Salem-636 302, Tel: + 91 427 2340290

Chennai: Inner-3 Special Module, Chennai One IT Park SEZ, Thorapakkam - 600 097, Tel: + 91 044 2433 1235

Dear Mr./Ms.R.USHA,

Leadpro Consultancy Pvt. Ltd., company is pleased to offer you the position of **Tele Caller**. Your skills will be an ideal fit for our customer service department.

As we discussed, your starting date will be **Apr 2019 to Aug 2019**.

The starting salary is Rs.**132000/-** per year and Rs.**11000/-** is paid on a Monthly basis.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience. When your acknowledgement is received, we will send you employee benefit enrollment forms and an employee handbook which details our benefit plans and retirement plan.

We look forward to welcoming you as part of the Leadpro Consultancy Pvt. Ltd., team.

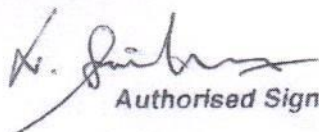
Note :

Office Address : Leadpro Consultancy Pvt. Ltd. Megh Tower, 1st Floor, Old No 307 New No 165, Poonamallee High road, Maduravoyal Chennai – 600 095, Opposite to Corporation office.

While joining below mentioned documents photo copies should be submitted.

1. Aadhar Card
2. Voterid, Pan Card, Driving Licence, Passport, Ration card any one
3. Educational proof (12th Mark sheet and Degree or Diploma Proof)
4. Bank account passbook photo copy or Cancelled Cheque
5. 5 Passport size photo.
6. Online Police Verification Certificate


For LEADPRO CONSULTANCY PVT. LTD.


Authorised Signatory

Leadpro Consultancy Private Limited

Regd Office : No 220-A, Pocket – A, Mayur Vihar, Phase-II, New Delhi – 110 091

G4, Ground Floor, New No.46 Old No.109, G.N.Chetty Road, T Nagar, Chennai 600 017
Tel: 91-44- 64995665 | Email: info@leadprogroup.com | www.leadprogroup.com


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