

Date: 10 February 2023

Dear **Aakash Saini**,

Our hiring team was positively excited to get to know you over the interview call. It is our pleasure to offer you a position with **ACADEMOR** as an **Academic Counsellor**.

We believe you will be an excellent addition to our team and are very much looking forward to having you onboard.

The following confirms our arrangements regarding your employment with ACADEMOR:

Date of Joining : 24 February 2023

Training Period : **24 February 2023 to 5 March 2023**

On the Job Training Start Date: **6 March 2023**

On the Job Training End Date: **5 September 2023**

Location of Training: Bangalore

Stipend: INR **15000** Per Month

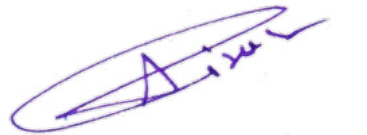
Incentives : INR **10000**

Target: **200000** INR per month.

Pre - Placement Offer :- **4 to 6.5 LPA (After Completion of Training)**



Authorized Signatory


Registrar
Quantum University

ACADEMOR

1537, 5th Main Rd, Rajiv Gandhi Nagar, Sector 7,
HSR Layout, Bengaluru, Karnataka 560102

info@academor.com [+91 80950 71599](tel:+918095071599)

Training Policy

- Acceptance of this offer shows that you agree and are ready to perform the given responsibilities with due care and diligence; and in compliance with the management norms.
- The acceptance of this offer also shows your enthusiasm to work on a 9 hour shift from 11 am to 8pm (including breaks). You will be entitled to one day weekly off.
- At any time if you wish to discontinue the training due to personal reasons , you will have to follow the company's resignation procedures.
 - Resignation procedure includes:- 1 month of notice period. In case, you won't be able to serve the notice period you would be required to pay a compensation equal to 1 month stipend and you can be relieved from the company.
- All your information will be safe and confidential with Academor. Similarly, all the information acquired during the course of your employment shall remain confidential and you shall refrain from using it for your own purpose or from disclosing it to any third party.
- Upon conclusion of your employment, you will immediately return all of its property, equipment and documents including electronically stored information.
- You will have to cooperate with and follow all policies and practices of Academor for both yours and Academor's development.
- Post successful completion of the Training tenure, you will be prone to exciting pre-placement offers from Academor.
- The stipend cycle will start along with your OJT.

Please indicate your acceptance of this offer by signing below.

We at Academor extend a warm welcome to you and look forward to a mutually beneficial experience.

ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination.• 12th standard or equivalent• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications
2.	Any one original certificate (10 th /12 th or Degree Consolidated) for employment documentation.
3.	COLOUR SCANNED COPY OF YOUR PHOTOGRAPHS
4.	PAN Card, Voter ID or Driving Licence Scanned Copy.
5.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.
6.	Mandatory fully covid vaccinated report

Please bring one original document either education certificates / mark sheets (10th or 12th) or Government issued ID Card (Driving Licence/ PAN Card) for verification.

ACADEMOR

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HSR Layout, Bengaluru, Karnataka 560102

info@academor.com [+91 80950 71599](tel:+918095071599)



Offer Letter

Date : Monday, July 3, 2023

Dear **Bhumika Sah,**

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Business Development Associate - Inside Sales** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Inside Sales(A)** function subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation, probation and notice periods. As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is Tuesday, July 11, 2023 . Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to Tuesday, July 11, 2023, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Business Development Associate - Inside Sales
Department	Inside Sales(A)
Employment Type	Regular
Work Location	Ground Floor, 1st Floor, 2nd Floor, D-1, Sector-3, Noida - 201301.

You will be on probation for a period of 60 days from Tuesday, July 11, 2023 . Your joining salary will be INR 200,026.00 per annum, the mentioned per annum value shall be only applicable during your probation period of 60 days or as per extension of the probation period, subject to your performance and potential for the position you have been hired for. The Company reserves the right to extend your probation period should it deem fit.

Subsequent to completion of the probation period (subject to your performance and discretion of the Company), your compensation will be revised as mentioned below (indicative ranges): -

Fixed Compensation: 4 LPA to 5 LPA depending on the city category

Variable Compensation: Upto 3 LPA

Total Annual Cost to Company: 7 LPA to 8 LPA

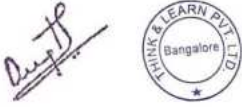
You are requested to join the services of the Company not later than Tuesday, July 11, 2023, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Registrar
Quantum University



Deeptha A R
Head – Human Resources
Think & Learn Pvt. Ltd

Terms & Conditions

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

2. The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- Provident Fund
- Income tax deducted at source at the rates applicable
- Employment/Professional taxes
- Dues to the company including loans and advances
- Or any other applicable statutory deductions

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of payout. More details will be mentioned on the appointment letter which shall be shared upon joining.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

6. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 1 days. You are also at liberty to resign from the services of the Company by giving 1 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

7. Separation and Notice Period – Subsequent to completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 15 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the

above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

- The Company will be entitled to terminate your services by giving you 15 days of notice in writing, or by payment of 15 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 15 days of notice in writing or 15 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

8. The detailed breakup of CTC will be shared in your appointment letter. The revised salary structure post probation will be shared in the salary revision letter.

OFFER LETTER

Dear Anshul Gupta ,

Congratulations!!

We are pleased to offer you an Employment with **M/s HI Wellness Pvt. Ltd.** based on the interview discussions you had with us and your application submitted to us. Details of the terms and conditions of offer are as under:

1. You will be designated as Trainee – Relationship Consultant and will work from home.
2. Your date of commencement of Employment will be 15th June 2023.
3. You will be entitled to receive stipend of Annual CTC of 2.88 Lakhs. (Rs 12,000 in hand/monthly + Incentive (Upto Rs 12,000) monthly.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you after completion of your probation period.
5. You will be on probation for a period of 3 months from the date of joining. Kindly sign a copy of this letter as a token of your acceptance of this offer.

Looking forward to a long and mutually beneficial career with us.

Thanks & Regards,

For HI WELLNESS PRIVATE LIMITED

Akansha Rajput



Registrar
Quantum University

HI WELLNESS PVT. LTD.

212, 2nd Floor, Okhla Phase III, New Delhi-110020, Ph No. +91-11-41036444

Email : info@hiwellness.org, Web : www.hiwellness.org

Selection Letter

Dear **Aditya Raj**,

We're jubilant to inform you that you've been selected in **HIKE EDUCATION PRIVATE LIMITED**

Thank you for appearing in the campus placement drive held at your institute/university. We have completed all of our interviews.

We're delighted to inform you that we would like to **offer** you the **Business Development Executive** position. We believe and feel confident that your strong skills will contribute to the growth of our organization

Your starting **salary annexure** is attached with this letter. Kindly be assured that the other details like **Date Of Joining & Location** will be shared with you in the **Letter Of Intent**.

Feel free to reach out to us either at hr@hikeedu.in or onboarding@hikeedu.in for any queries / suggestions or feedback.

NOTE: Your **Date of Joining** will depend upon your **liberation** from the **university / college**.

Thanks & Regards,

Human Resource Department

Hike Education Private Limited


Registrar
Quantum University



Annexure

Aditya Raj

PARTICULARS		PROBATIONER		CONFIRMED
CTC (Annual)		546000		582000
BASIC		11000		12500
HRA		5500		6250
MEDICAL ALLOWANCE		1650		1875
TRANSPORT ALLOWANCE		1100		1250
SPECIAL ALLOWANCE		2750		3125
NET HOME INTAKE		22000		25000
DAILY TRAVEL REIMBURSEMENT (Rs.150/- per day * 30)		4500		4500
PERFORMANCE LINKED INCENTIVES (Payable on the basis of achievement of monthly targets)		15000		15000
MISCELLANEOUS INDUCEMENT (Payable on the basis of percentage achievement of monthly targets- min. 125%)		3000		3000
PUNCTUALITY BONUS (Payable on the basis of 100% attendance)		1000		1000
GROSS (Monthly)		45500		48500

Thanks & Regards,

Human Resource Department

Hike Education Private Limited



info@hikeedu.in

www.hikeeducation.com

Plot No. 880, 1st floor
Udyog Vihar Phase 5,
Gurugram- 122016



GAYTRI MAA CONSTRUCTION

Sabila-12 Raghunathpur
Nepal.Tel:-+977-41521151, 9854025236

Vat No:-607294075

Ref.No:- 74-2022/23

Date:-25-April-2023

To,
Dean/Placement Officer
Quantum University

Subject: - Offer Letter for the post of Manager

Dear sir/ma'am

I am writing to offer an opportunity to a student from Quantum University. We are a construction company called Gaytri Maa Construction and we are interested in providing an offer letter for the post of manager opportunity to one of your students.

After careful consideration, we have selected Durgesh Mahaseth to join our team as a post of Manager. Durgesh is a highly motivated and talented student who has expressed a keen interest in the construction industry. We believe that he would be an asset to our company and we are excited to offer him this opportunity.

As a Manager, Durgesh will work on various construction projects and will gain job experience in various aspects of construction management, including project planning, cost estimation, quality control, and safety management. He will be reporting to our senior manager and working closely with other members of the team.

We believe that this job opportunity will complement Durgesh's academic knowledge and provide him with valuable practical experience. We are committed to providing him with a positive and enriching job experience. We are providing him a package of 30 thousand per month.

So we are providing you to formalize the post of manager offer. We appreciate your assistance in this matter.

Thank you we believe you will get success towards your new carrier best of luck for your future.



GAYTRI MAA CONSTRUCTION

Registrar
Quantum University

Gmc041521151@gmail.com

Date: 03rd March 2023**Subject: Employment Offer cum Appointment Letter**

To,
Mr. Abhishek Sagar,
House No - 42, Muzaffarpur,
Nalanda, Bihar, 803111

Dear Abhishek Sagar,

This has reference to the interview you had with us for the employment. We are pleased to offer you a position as a **Software Development Engineer - 1** in our organization.

Compensation: Your Annual Gross Emoluments will be **Rs. 5,70,000.00/-** Lakhs Per Annum.
(Detailed salary structure in **Annexure - A**).

Joining: You are required to join us on or before **15th March 2023** failing which this employment offer will stand withdrawn.

Place of work: Your initial place of posting will be at: **Appright Software Solutions Pvt Ltd,**
No:78, Maruthi Emerald, IndiQube Omega, Ground Floor, Wing D, Graphite India Main Road, ITPL
Main Road,, Brookfield, Bengaluru, Karnataka-560066.

However, considering organizational requirements, you may be transferred to any other location.

This Letter of Offer-cum-ApPOINTment and its terms will become effective from the date of your joining and post issuance of "Letter of Confirmation of Appointment" by HR upon your joining.

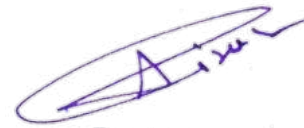
We trust that you are looking to expand and enhance your skills in innovative ways within this environment that nurtures creativity and free thinking, and positively impacts personal and professional growth.

Your employment with us will be governed by the terms and conditions as detailed in **Annexure B**.

We are proud to welcome you, and wish you a long, productive and satisfying career at Appright Software Solutions Pvt Ltd. We look forward to a warm and meaning full relationship.

Yours Truly,
For Appright Software Solutions Pvt Ltd,


Rahul Pradhan
Head - HR Department


Registrar
Quantum University

No:78, Maruthi Emerald, IndiQube Omega,
Ground Floor, Wing D, Graphite India Main
Road, ITPL Main Road, Brookfield, Bengaluru,
Karnataka-560066, India.

077-55757253

www.apprightsoft.com

Offer Release Date: December 26, 2023

Dear ABHISHEK VERMA,
Haripur, Ashrafpur Barva, Ambedkar Nagar
Uttar Pradesh, India, .
Document ID - 354b7c2b-9b4b-4152-8a55-212dcd196bd6

Sub: Offer and Appointment letter –Graduate Engineer Trainee

Dear ABHISHEK VERMA,

Congratulations! With reference to the interviews conducted by **HCL Technologies Ltd.-IOMC** ("HCLTech" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **[Graduate Engineer Trainee in band E1.2]**

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **December 28, 2023** . Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCLTech believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in **HCL Technologies Ltd.-IOMC**. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

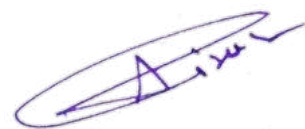
Your Total Compensation will be INR 600000 per annum outlined in Annexure I.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II.**

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of Joining.

You would be required to furnish digital copies of the documents and other listed information in **Annexure III**, before your joining date. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCLTech family.


Registrar
Quantum University

Signature of Employee:

You need to have cleared all the subjects & should be a pass out of **2023** batch for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.

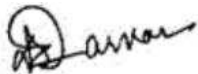
You are requested to accept the offer within 03 days, failing which the offer will stand null and void.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL Technologies Ltd.-IOMC** will stand withdrawn without any liability.

Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,

For HCL Technologies Ltd.-IOMC



Debasis Sarkar

Sr. VP, Head-Global Rewards

This is system generated Letter/Contract. Agreeing to the Offer and its terms and conditions in the workflow is as good as signing of physical contract/letter on mutual agreement between us. It has all legal binding as per the law, if mutual trust is breached at any point of time.

Annexure II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCLTech, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLTechie, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you for the position of **Graduate Engineer Trainee**. This is to be read in conjunction with the offer & appointment letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

This Annexure lays down the general terms and conditions of employment to **HCL Technologies Ltd.-IOMC** (herein referred as “HCLTech” or “Company”) and is a legally binding document.

1. Location:

Your place of work will be located at **Noida**.

2. Commencement of Employment:

Your period of continuous employment with the Company will commence from the date of your joining the Company subject to fulfillment of the other conditions as mentioned on this employment contract.

3. Medical Checkup:

Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

4. Probation

- a) You shall be on probation for a period of **12 months** from the date of your appointment and unless notified in writing, you will be deemed as “confirmed” on completion of your probation period.
- b) Your case for permanent absorption in the employment of the Company shall be considered on your satisfactorily completing the probationary period.
- c) If during, or on the expiry of, the probation period (initial or extended) the Management finds your performance to be unsatisfactory or that you lack the aptitude for the job or that you are not suitable for the job, or the like, your probationary employment would be liable to be terminated, at any time, without assigning any reason.

5. HCLTech Training Program:

Training (classroom/on the job) sessions will be conducted after your joining. The training period may be either extended or may be deemed completed earlier, at the discretion of the Management.

6. Notice Period/ Separation:

Your employment with the Company can also be terminated either by the Company or by you by giving the other party 60 days' advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the 'Basic' component of the salary for the balance notice period would be paid to you by adjusting the amounts payable by you to the Company. For the avoidance of doubt, all amounts payable by you to the company would need to be cleared forthwith in the event of such termination. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the 'Basic' component of the salary for the balance notice period along with other amount payable by you to the company, if any. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

7. Performance and Compensation Reviews

Your performance appraisal and compensation review will be governed by the Company's policy being in force from time to time.

8. Agreements:

You may be required to e-sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

9. Employment of Relatives

At the time of joining, you must declare your family members / relatives working in a direct or indirect supervisory / subordinate relationship or as third party resources in the same work unit (Respective L3 Organization Unit Level). This is required to avoid any conflict of interest. During your employment with the Company, if any of your direct relatives are offered by HCLTech or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives herein include parents, spouse, brother/s, sister/s and children of the employee.

10. Background and Reference Check:

This offer of employment is subject to your clearing our BGV process. As a precondition to accept this Offer Letter, you hereby give your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary and further agree that any misrepresentation in this regard or your failure to clear the BGV process shall give rise to the withdrawal of this offer of employment, and any employment contract which may have been subsequently executed shall be deemed void and ineffectual.

During the terms of employment, the Company may undertake the process of checking credentials of the Employee in terms of education, previous employment(s), and other information provided in the resumes/CVs as submitted by the said Employees, either on its own or with the help of a third party as and when required. For the avoidance of doubt, the Employee's signature in this Agreement constitutes the Employee's express authorization for the Company (or the appointed third party) to conduct a background investigation on his/her credentials, as may be necessary. Furthermore, the Employee agrees to submit himself /herself to random drug /medical testing at any time during the course of employment as permitted by law.

You would be required to submit copies of documents detailed in Annexure III to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.

11. Working Hours:

This division works 24x7 Shifts and you will be required to do so as per the need of the organization. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

12. Mobility:

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises and Country

13. Deputation/ Transfer:

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

14. Retirement:

You will retire from service on attaining superannuation at the age of 58 years.

15. Other benefits:

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

16. Transport Facility

You shall be provided the shift cabs for pick and drop from home to office and vice versa within the limit of defined KMs as per applicable transport policy.

17. Data Protection:

- a) The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b) The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c) The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d) During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
- e) The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

18. Exclusivity of service

You agree not to undertake employment whether full time or part time, as the Director/ Partner/member/employee of any other organization or entity engaged in any form of business activity without the consent of HCLTech Technologies Ltd.-IOMC. The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

19. Rules, Policies, Procedures:

The Employee must comply at all times with the Company's rules, policies and procedures relating to equal opportunities, harassment, health and safety, e-mail and internet use, and all other rules, policies and procedures introduced by the Company from time to time. For the avoidance of doubt such rules, policies and procedures are not incorporated by reference into this contract and they may be changed, replaced or withdrawn at any time at the discretion of the Company.

Further, during the period of your employment with HCLTech, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment policy and failure to do so shall entitle HCLTech to take appropriate disciplinary action which may lead & include up to termination of your employment with HCLTech.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of **HCL Technologies Ltd.-IOMC** as applicable to you and the changes therein from time to time.

20. Correctness of the Details Furnished:

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld

some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

21. Warranty and Undertaking:

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

You warrant and agree that you are not entering into this Agreement in reliance on any representation not expressly set out in this Agreement.

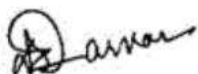
22. Changes to the terms & conditions:

The Company reserves the right to make reasonable changes to any of your terms and conditions of employment. If the Company changes any of the terms and conditions of your employment, it will notify you in writing of the changes taking effect.

In case of any dispute as to the interpretation of the terms and conditions of your service, the decision of the Company shall be final and binding on you.

Authorized Signatory

For HCL Technologies Ltd.-IOMC



Debasis Sarkar

Sr. VP, Head-Global Rewards

I confirm receipt of and accept the above Terms & Conditions of Employment.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCLTech	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	Consent to be given on candidate information form for BGV initiation and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required) <ol style="list-style-type: none"> Highest Qualification- Admit card, college and university official's (Registrar and Director) detail Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address. Things to Remember <ol style="list-style-type: none"> The information provided in Resume and background verification form must be same. Information provided in background verification form must be accurate. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP). Any Gap in Employment or Education must be informed explicitly to the recruiter. <p>Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.</p>	

List of Documents required for joining (Must be mandatorily uploaded on Discover HCLTech Portal)	
S. No	Document Name
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)
2	Extension Letter (if the Date of Joining in the offer letter is past dated)
3	Passport –Name & DOB page as proof
4	10 th Mark sheet, only if passport is not available.
5	PAN Card as ID Proof (Only if passport is not available)
6	Passport Size Photographs (Only with white background)

- Please ensure that the copies uploaded are clearly scanned & all details are visible.

- Please avoid clicking pictures of documents and uploading.
- Employee must enter/submit correct/accurate Aadhar number on joining portal so that HCLTech onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCLTech will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required at the time of filling details on the portal.
- Induction Timings will be circulated to you separately.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- **All storage Media Devices e.g. personal laptop, Pen Drives etc. are not allowed inside the campus**

You will need to report to HCLTech to complete the joining formalities on the date of Joining, please connect with your recruiter for further details / exceptions.




Location of HCLTech Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	HCL Technologies Ltd, Gate No-1 , Akashi Induction Room, Ground Floor, Tower-1, Hub SEZ, Plot No 3A, Sector 126, Noida - 201303
2	CHENNAI	HCL Technologies Ltd, SEZ Unit-2 (Sdb2 Buld), ELCOT-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGALORE	HCL Technologies Ltd, Induction Arena, Ground Floor, Tower-4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore-562106
4	HYDERABAD	HCL Technologies Ltd, Himalaya Induction Room, Level-2, H-01B, Special Economic Zone, Phoenix Infocity Pvt Ltd, Survey No. 30,34,35 & 38, Hitech city 2, Madhapur, Hyderabad-500081
5	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, SEZ, Pune-411013
6	LUCKNOW	HCL Technologies Ltd, IT City, Near Chack Gajaria Farms, Sultanpur Road, Gate No. 1, Tower SDC-02, First Floor – Induction Room-1, Lucknow-226002
7	MADURAI	HCL Technologies Ltd, Elcot, IT SEZ , Plot No. 5 & 7, Ilanthaikulam Village, Madurai-625020
8	NAGPUR	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur-441108
9	VIJAYAWADA	HCL Technologies Ltd. S.No: 20/3, NH-5, Kesarapalli Vill, Gannavaram Mandal, Vijayawada, Krishna Dist, Andhra Pradesh-521102

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND SOME BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

-  Basic Salary
-  Monthly Allowances
-  Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCLTech Cafeterias or food joints outside HCLTech campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR. 50,000/- spread over 12 months.
- **Bright Hour Allowance (BHA):** BHA is a non-recoverable monthly earning opportunity payable against a declaration by the employee for his/her availability in the Bright Hours and consent to move to any other OMC at any given time working during Bright Hours.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR. 21,000/- (excluding variable component) as per the Payment of Bonus Act.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

VARIABLE PAY

The scope of “Variable Pay” in your compensation structure will be governed based on your “employee group” in HCLTech.

Advance Monthly Performance Bonus (AMPB): A part of variable pay is paid monthly as Advance Monthly Performance Bonus (AMPB) along with other monthly emoluments. The payout against this amount, will be governed by the Global Bonus policy, as amended from time to time.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group.

RETIRALS & INSURANCES BENEFIT

You and your dependants will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under ‘Insurance and Medical Benefits’ in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
 - By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
 - The premium payable depends on the dependants declared.
 - The hospitalization coverage limit will be same as defined in compensation structure.
 - Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
 - You may refer ‘Medical Insurance policy’ for further details.
- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees’ State Insurance Act, 1948**.

Employees covered under ESI would not be covered by default under HCLTech’s medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCLTech contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCLTech, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

Annexure V

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. Confidential Information:

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively “**Company Parties**”), to which I have been privy to by virtue of being an employee of the Company. I understand that “**Confidential Information**” for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to

maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. **Inventions:**

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.
5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.
6. **Non-Competition:** During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

- i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the
- ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is
- iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

7. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

8. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.
9. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

10. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.
11. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

ABHISHEK VERMA
December 26, 2023

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

**Permanent Address: 822/2 MAHAVIR ENCLAVE, ROORKEE,
Uttarakhand, India, .
Email ID: DEEPAKCHANDRA5689@GMAIL.COM
Telephone Number: 8433098655**



Offer Letter

Dear Aditya,
Congratulations!

We are pleased to offer you the opportunity to join the RiskBerg team as an **Analyst**. The details of your employment offer are as below. Please provide your acceptance to the offer so that we can process your appointment letter. We look forward to welcome you onboard.

Salary Break-up

Description	Monthly	Annual
Basic	₹ 14,000	₹ 1,68,000
HRA	₹ 7,000	₹ 84,000
Special Allowance	₹ 4,850	₹ 58,200
Organization's Contribution to PF	₹ 1,800	₹ 21,600
Health Insurance (Self)	₹ 350	₹ 4,200
Total (Fixed)	₹ 28,000	₹ 3,36,000
*Annual Performance Bonus		₹ 33,600
Gross Annual Salary		₹ 3,69,600

Joining Details

Date of joining	1 st Sep '23
Position	Analyst – Cyber Security
Job Location	Gurugram
Notice period (in case of resignation)	3 Months
Probation period	6 months from the date of your joining.
Internal Training bond & amount	18 months, INR 100,000
Working Days	Monday to Friday (10 AM to 7 PM)
Leaves/ Holiday per Annum	As per company's internal policy
Expense Reimbursement	As per company policy for travel outside NCR

Thanks & Regards

Pooja Gusain
AM-HR, RiskBerg Consulting

Registrar
Quantum University



Cloud Analogy
CRM Specialist Ltd

02014, 1st Floor Tower 2, Plot No. 17, Ahinsa Khand 1, Ats
Advantage, Indrapuram, Ghaziabad UP 201014 India
CIN: U74999UP2021PLC152124

Date: 17 October 2022

Dear Agniva,

We are delighted to share the Letter of Intent to you at the position of Account and Sales Manager. Your total CTC will be Rs. 6,00,000 per annum Six Lakh Rupees Only. You will be under training period of 6 months with a monthly stipend amount of Rs 18,000.

You will be under a 1 year Bond, in case you Breach the Bond Agreement then you are liable to pay Rs 4,00,000 along with other benefits.

Our total rewards package is a combination of different types of:

- Compensation related benefits
- Work/Life benefits & discounts
- Vacation and time-off policies

Apart from this, you are entitled for several insurance benefits as per your career stage in Cloud Analogy CRM Specialist Ltd.

Post joining, your location of work will be Mohali.

The details of the terms and conditions of the offer of employment will be shared with you on your date of joining.

Please find attachment of :

- 1) Your detailed annual and monthly compensation structure with Cloud Analogy CRM Specialist Ltd.
- 2) The list of documents you need to furnish on or before joining Cloud Analogy CRM Specialist Ltd.

Kindly confirm your acceptance of this offer by 18 October 2022. Your expected date of joining is January 2023

Failure of confirmation of acceptance of this offer on your part by 18 October 2022, will automatically lead to offer cancellation.

Wishing you all the best,

For Cloud Analogy CRM Specialist Ltd.

Divya Dang

Head HR

Agniva
18/10/22

Registrar
Quantum University

☎ 01204147360

team@cloudanalogy.com

🌐 www.cloudanalogy.com



Annexure 1

Compensation Breakdown		
Name	Agniva Dutta Banik	
Designation	Account and Sales Manager	
Grade	-	
Department	Sales	
Cost to Company	Rs. 6,00,000	
Components	PM	PA
Basic	16667	200000
HRA	8333	100000
Leave Travel Allowance	2500	30000
Statutory Bonus	1388	16660
Special Allowance	9778	117340
Fixed Component	38667	464000
Company PF	1800	21600
Performance Bonus	0	0
Variable Pay	0	100000
Professional Tax	0	0
Retention Bonus	0	0
Car Reimbursement	0	0
Attire Reimbursement	0	0
Telephone/Internet	1000	12000
Education Allowance	200	2400
Gross Salary	39867	478400
Total CTC	41667	600000
Notes :		
1. Income tax and other statutory deductions as applicable		
2. Gratuity shall be paid as per the prevailing act		
3. Medical Insurance premium will be deducted as per declaration (Actual Premium)		
4. **Variable pay is linked to achieving mutually agreed goals from year to year		
5. CTC components shall be restructured once the reimbursement options opted		
6. Total Annual Professional Tax will be INR 2500		

Agniva
18/10/22

Submit Core Pvt. Ltd.
Property Tower, 11th Floor E-252
Phase VIII-D, S.A.S. Nagar (Mohali)
shil@submitcore.com
+91-9988210079



submitcore

COMPLETE DIGITAL TRANSFORMATION SOLUTIONS FOR
YOUR BUSINESS

Sr. No. Sc/2022/20

Date 9th June 2022

Strictly Private And Confidential

Employee Name: Aniket Raj

Permanent Address: Gola road Danapur near axis bank 801503 Patna, Bihar

Appointment Letter

Dear Aniket,

Aprpos to our meeting, we are pleased to appoint you as "Outreach Executive" in Submit Core Pvt. Ltd. We welcome you with a pay package of Rs. 30,000/per month on the following terms and conditions as agreed.

Following are the particulars as per your job profile:

1. Positions details
 - 1.1 You shall be appointed to the position of Outreach Executive
 - 1.2 Your commencement date will be 9th June, 2022
 - 1.3 Your Initial place of posting shall be in Mohali
 - 1.4 You shall report to the Outreach Lead
 - 1.5 Your employment will be with Submit core Pvt. Ltd. Mohali

Wishing you the best in your new job & welcome to the Submit Core family. Do keep up your good performance in future

2. Documentation :

- At the time of joining you need to provide all the checklist documents as recommended.
- As per company rules, you need to finish necessary documents as proof that you are free from any contractual restrictions with any other company.
- The roles and responsibilities of this position will be described separately upon joining the organization
- You are entitled to leave in accordance with the company's leave policies.

3. Probation period:

- You will be on a period of 3 months or such an extended period as may be decided by the company based on your performance during the probation period. During this time we will closely assess your progress and performance in the position for further entitlements.
- On satisfactory completion of your probation period, you will be confirmed in the services of the company.
- During the probation period, the employer may end your employment by providing one week's notice due to any dissatisfactory performance or conduct.

Registrar
Quantum University



HIKEEDU

LETTER OF INTENT

Dear Ansh Kumar,

19/09/2022

We are glad to have you to be a part of HIKE EDUCATION PVT. LTD. As examined in your interview, we are putting forth you in the situation of **BUSINESS DEVELOPMENT MANAGER** in **GURUGRAM** starting from **10th October, 2022**.

Every individual in the company is working towards the same goal. Rightly said, "The greatest thing in this world is not so much where we stand, it is in what direction we are moving".

The offer of appointment will be given to you on your Date of Joining and is subject to reference check from your previous employer and your being medically fit.

The following documents would be required from your end on your date of joining to process your appointment letter.

- Photocopy of Aadhar and Pan Card.
- Photocopies of 10th and 12th Marksheet.
- Photocopy of Graduation/ Post Graduation Final Marksheet / Degree certificate.
- Photocopy of Offer Letter/Appointment Letter that includes Salary Certificate from the previous employer.
- Photocopy of Resignation acceptance / Relieving letter from your previous employer.
- Last 3 Months Salary Slips and Bank statement.
- Recent passport size photograph- 2 (original)
- Cancelled Cheque. (original)
- Double Vaccination Certificate.

An Early response to the same is highly appreciated. Look forward to have an amiable Association with you. This LOI is valid for next 24 hours, however if not accepted it will be automatically considered null and void.

Thanks & Regards,

Mayank Singh

Manager – Human Resources

Registrar
Quantum University

FOR ANY QUERY THROUGHOUT THE ONBOARDING PROCESS PLEASE CONTACT AT
mayank@hikeedu.in

27th April 2023

Dear Arzoo Parween,

Subject: Internship Agreement

This Agreement and Appendix 1 setting out the General Terms of Internship is made and entered into this **27th April 2023** by and between Athenian Tech and Arzoo Parween.

Athenian Tech is a company formed under the laws of India (hereinafter referred to as the "Intern" or the "Company". Whereas, the Employer has offered to employ the intern based on the terms and conditions set out in this Internship Agreement and the attached Appendix 1: General Terms of Internship (hereinafter referred to as the "Agreement") and the Intern has accepted to join the Internship of the Company based on these terms. It is hereby agreed as follows:

Accordingly, we propose to contract with you on the following terms and conditions:

1. Position and Period of Internship

The Employer hereby appoints the Intern as Cyber Security Intern at Athenian Tech. The Intern shall carry out the duties as the Employer shall specify from time to time. The period of Internship will be from the date of commencement as set out in clause 3 below and shall continue until terminated as outlined in clause of the General Terms of Internship attached as Appendix 1.

2. Your responsibilities

We engage you with effect from your acceptance of these terms to provide us with the services described in Schedule A (the "Services"), together with such other services as we may reasonably request in connection with the Project. In addition to the scope of your Services, Schedule A also describes any timelines you must adhere to, as well as the deliverables you are required to prepare.

You agree to perform the Services on time and exercise all reasonable skills and care in your performance.

You shall provide us promptly with any information, data or documents that we may reasonably require in connection with the Services or the Project.

3. Commencement

The Intern is expected to join the services of the Employer by **10th May 2023** for a period of **9 months** as OJT (on job training) with fixed remuneration of **Rs 20,000/- per month**. The Internship will commence from the actual date of joining. The PPO shall be offered based on performance, HR compliances and various other parameters.

4. Fees and expenses

We will pay you in respect of your professional fees and expenses (relating to the Services) as specified in Schedule B or upon such other terms as we may agree with you from time to time in writing. Unless otherwise agreed between us. You will provide any further information (concerning the work and expenses you have incurred) that we may require.

You acknowledge that your remuneration above shall constitute your sole remuneration in connection with this Internship Agreement or the Services, and you shall not be entitled to or accept for your benefit any trade commission, discount or similar payment in connection with this Internship Agreement, the Services or otherwise in the discharge of your obligations hereunder.

5. Termination

We may terminate this Agreement (along with the Schedules and Attachments here too, collectively the "Internship Agreement") immediately upon written notice to you if:

- a) You are unable to perform the Services or have materially or repeatedly breached any of the terms of this Internship Agreement; or
- b) You perform the Services or any part of them in a manner which is unsatisfactory to us. We reasonably consider the default in performance to be remediable. We will give you 10 days to remedy the problem to our satisfaction. You will be responsible for all additional costs and expenses incurred in the variation or re-performance of Services that have not been deemed satisfactory; or
- c) You become bankrupt (or, in the case of a partnership, any of your partners becomes bankrupt), are adjudicated insolvent, have a liquidator or an administrative or other receiver appointed to manage your affairs or have an order made against you that you be wound up or pass a resolution for your winding up or cease to carry on all or substantially all your business; or
- d) We reasonably determine that such termination is required in accordance with applicable law, regulations or professional obligations (including as a result of circumstances that threaten our professional independence or create a potential conflict of interest); or
- e) You breach clauses 6, 7 or 8, or if you breach any of your representations and warranties contained in clause 16

Such termination shall be without prejudice to any rights we might have which accrued before the termination.

In the event of any termination of this Internship Agreement under clause 5, you shall immediately provide us with all the Works (defined below) you have prepared until the date of such termination. In the event, we terminate this Internship Agreement under clauses 5.1 (a), (b), (c) or (e), you shall compensate us for all reasonable costs incurred by us as a result of such termination

This Internship Agreement shall be valid for **9 Months** with remuneration of **Rs 20,000/- per month** unless terminated earlier in accordance with the terms hereof.

6. Intellectual Property Rights

We will own all rights, title and interest in and to all data, reports, frameworks, specifications, designs, models, analyses, inventions, programs and other property or materials (collectively, the "Works") that you or, if an entity, officers, managers, directors or agents (collectively, "Personnel") develop in connection with the provision of the Services including all copyright interests and intellectual property rights in the Works. You shall perform all such acts as may be reasonably necessary for perfecting the assignment to us of all copyright and other intellectual property rights in the Works. You hereby waive (and if an entity, shall cause your personnel to waive) all moral rights in all jurisdictions.

You acknowledge that during the performance of your Services, you may gain access to specific methodologies, frameworks, know-how, products, processes, ideas, interpretations, models, documentation, manuals, software, discs, reports, research, working notes, papers, data, specifications, designs, analyses, inventions and/or similar items ("Materials") which are proprietary to us, our clients or other third parties. You agree that this Internship Agreement shall not operate to transfer any intellectual property rights or copyright interests in such Materials to you, and we (or our clients or other third parties, as the case may be) shall continue to retain all intellectual property rights and copyright interests in such Materials.

You shall not copy, reproduce, translate, adapt, vary, modify, disassemble, decompile or reverse engineer or otherwise deal with or cause to reduce the value of the Materials except as expressly authorized by us in writing.

7. Confidentiality

You shall not contact any of our clients directly without our prior written consent unless expressly required by the scope of your Services. In the course of providing the Services, you will be privy to information of a confidential nature relating to our clients, and you may learn confidential information about us, our business, our systems of work and our clients ("Confidential Information"). You agree that you will use such Confidential Information only in compliance with your obligations under this Internship Agreement, that you will not disclose such information to any third party except to the extent required by law. These restrictions do not apply to information that has entered the public domain or disclosed to you by a third party who is not subject to disclosure restrictions.

8. Data Protection

To the extent you collect, use, store or otherwise process (collectively, "Process") Confidential Information that can be linked to specific individuals ("Personal Data") in connection with the performance of your Services hereunder, you shall Process such Personal Data in accordance with applicable law, rules and regulations including (without limitation) the Information Technology Act, 2000 (the "Act"), and the Information Technology (Reasonable security practices and procedures and sensitive personal data or information) Rules, 2011 (the "Rules").

You shall not retain Personal Data for longer than is reasonably required for the performance of your Services.

At our written request at any time during the Term of this Internship Agreement or after, you will either return immediately to us, or destroy, all Personal Data which you may have received or collected under this Internship Agreement and which may be in your possession, including any copies made, and make no further use of such Personal Data. Upon our request, you shall certify that all such Personal Data has been returned or destroyed in accordance with this clause.

We shall have the right to audit your compliance with clauses 6.1 and 6.2 of this Internship Agreement at any time during the Term hereof and for a period of six (6) months after its termination, upon

providing you reasonable prior notice. You will fully cooperate with any such audit that may be conducted.

9. Anti-Bribery, Corruption and Money-laundering

In the performance of the Services, you shall comply fully with all applicable anti-corruption, anti-bribery and anti-money laundering laws, including without limitation the Indian Prevention of Corruption Act, 1988, the U.K. Bribery Act, 2010, the U.S. Foreign Corrupt Practices Act, 1997, the Indian Prevention of Money-laundering Act, 2002, and any laws intended to implement the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transaction, and shall refrain from doing any such act, deed or thing that may cause us to violate such laws.

In the performance of the Services, you shall also comply with all applicable laws including, without limitation, enactments, orders, ordinances, rules, regulations, resolutions, and guidelines as promulgated from time to time and having the force of law. (From now on, referred to as "Applicable Laws").

Without prejudice to the generality of the preceding clause 7.1, you shall not offer, give, receive or solicit (and, if an entity, shall cause your personnel not to offer, give, receive or solicit, directly or indirectly, money or anything of value to or from:

- i. any third party to influence their actions or functions improperly or to otherwise gain an unfair advantage;
- ii. any of our Interns, managers, partners or other personnel in connection with the performance of the Services to influence their actions or functions improperly or to otherwise gain an unfair advantage;
- iii. any Government Official. "Government Official" means any Indian or foreign government official or Intern (including Interns of a government corporation or public international organization), any political party, candidate for public office, judicial officer and any Indian public servant (as defined in the Prevention of Corruption Act, 1988).

None of the fees paid according to this Internship Agreement will be paid directly or indirectly to any of our Interns, managers, partners, other personnel, or a Government Official.

You shall create and maintain precise records in connection with the Services to be performed under this Internship Agreement and shall retain such books and records for a period of 2 (two) years after termination of your Services hereunder. Upon a reasonable request, we shall have the right to inspect your books and financial records to determine your compliance with this clause 7. You will fully cooperate with any such inspection that may be conducted.

You agree that we may disclose the terms of this Internship Agreement, including your identity and the payment terms, to any third party who, in our judgment, has a legitimate need to know, including Government agencies.

You hereby warrant and represent that to the best of your knowledge, following due enquiry, neither you nor any of your Associated Person, wherever applicable, ("Associated Person" in relation to you shall mean a person who performs or has performed services for or on behalf of you), has been the subject of any investigation, inquiry or enforcement proceedings by any governmental, administrative or regulatory body, regarding any offence or alleged offence under the Anti-Corruption Laws and no such investigation, inquiry or proceedings are pending or have been threatened, and there are no circumstances likely to give rise to any such investigation, investigation or proceedings. You further warrant and represent:

- a) You shall perform your obligations under this Agreement in compliance with the Anti- Corruption Laws and Applicable Laws and maintain its policies and procedures to ensure strict compliance.
- b) There shall be no cap on your liability for breach of clause seven herein.
- c) You shall not do or omit to do any act that will cause us to be in breach of the Anti-Corruption Law and Applicable Law.
- d) You shall make it clear to Associated Person, including your staff and sub-contractors, as applicable, that you do not accept or condone the payment of bribes, including facilitation payments, on your behalf.
- e) You shall promptly report to us any request or demand for any undue financial or another advantage of any kind received by you in connection with the performance of the services under this Agreement.

10. Conflict of Interests

You shall establish and maintain appropriate business standards, procedures and controls to ensure that no conflict of interest arises out of your performance of the Services, and precisely (without limitation) between Services undertaken for any of our clients and any other services you or your affiliates may perform for such client. You shall not accept or engage in any assignment that would conflict with your prior or current obligations to other clients or that may place you in a position of not carrying out the Services in our or our clients' best interests.

11. Severability

The validity of this Agreement shall not be affected should one or more of its terms or conditions be or become legally invalid so long as such Term or condition is severable from and not fundamental to the obligations of either Party to this Agreement. In such case, the Parties shall negotiate in good faith to replace the invalid provision(s) with a legally valid and enforceable provision(s) that serves the same purpose or the purpose closest to the invalid or unenforceable provision(s) to the greatest extent possible.

12. Working Hours and Business Travel

12.1. The Intern shall work in accordance with the office timings of the Company and/or as specified by the Employer. The Intern shall work a minimum of eight (8) hours a day and forty (48) hours per week. At its discretion, the Employer may change the work timings at any time, and the Intern agrees to work such changed work timings.

12.2. If required, the Intern shall work a reasonable number of hours above the Company's working hours. The Employer will pay no additional salary or allowance for such overtime as this has been considered and factored in determining the Intern's salary and allowances.

12.3. The intern will not be allowed Work-from-home (WFH). **Work from home** will only be permitted with the approval of the immediate supervisor in case of an emergency.

12.4. The Intern shall abide by Employer's rules, regulations and practices concerning vacation, sick leave and other matters as in effect from time to time. Intern shall be present at Employer's place of business each business day or different appropriate business location as designated during Employer's office hours, except when making calls on Employer's business and except for vacation and other absences taken in accordance with Employer's policies. This Agreement shall be deemed

to have been made and performed in each state in which Intern has performed duties for Employer, including each state in which there is an office in which the Intern has carried out work.

13. Leave Policy

14.1. The Intern shall be entitled to a paid leave of 9 days which includes 6 casual leaves and 3 sick leaves.

14.2. The Intern will be entitled to up to 7 days of examination leave with valid support submitted.

14.3. Unless expressly agreed by the Employer in writing, the Intern shall not avail any leave from the date of resignation or termination of services until the end of the notice period.

14. Ethics and Independence

The Intern agrees to comply with all ethics and independence requirements of the Company.

15. Code of Conduct and Dress Code

The reputation of the Company is reinforced by the conduct and professionalism of its staff. When dealing with clients, the Intern is expected to observe due decorum, respect, politeness and courtesy. The Intern is expected to wear standard business attire.

16. Notice Period

During your internship period, starting the day you join the Company, either you or the Company may terminate your employment with at least 30 days written notice ("Notice Period") or payment of wages in lieu of such notice period.

17. Whole Agreement

Each Party acknowledges that this Agreement contains the whole Agreement between the parties and that it has not relied upon any oral or written representation made to it by the other and has created its independent investigations into all matters relevant to it.

This Agreement supersedes any prior agreement between the parties, whether written or oral, and any such prior agreements are cancelled as at the date of this Agreement but without prejudice to any rights which have already accrued to either of the parties.

18. Waiver

The failure by either Party to enforce at any time or for any period any one or more of the terms or conditions of this Agreement shall not be a waiver of them or the right at any time subsequently to enforce all terms and conditions of this Agreement.

19. Miscellaneous

- a. Your appointment under this Internship Agreement will be as an Intern. You expressly acknowledge that you do not have the authority to bind us in any way. You shall not subcontract any portion of the Services hereunder without our prior written consent. The Agreement shall not entitle you to claim permanent employment with either ATHENIAN TECH or the client.



Athenian Tech Private

- b. You represent and warrant that as of the date of this Internship Agreement and throughout its duration:
- i. you (and, if an entity, your directors, executive officers and substantial equity owners) are not the director(s), executive officer(s) or significant equity owner(s) in any client of ATHENIAN TECH
 - ii. you are complying with all laws and regulations applicable to your business and;
 - iii. you, your affiliates, and your personnel involved in your Services' performance have not been debarred or blacklisted by any of our clients.
 - iv. you have been provided with copies of the ATHENIAN TECH Code of Conduct and excerpts from Athenian Tech's Independence Policy. You have read these documents, understood them, and will comply fully with them during the Term, including, without limitation, requirements concerning financial interests, and family and personal relationships. Before discussing any opportunity to provide any service to the client of Athenian Tech or its clients identified by ATHENIAN TECH as a strategic client therefore or a client otherwise subject to independence restrictions (a "strategic client"), you will meet with ATHENIAN TECH to determine whether such contact would require your, your immediate family members. Each of your Company to dispose of all interests, equity or otherwise, or any right to acquire any such claim (any of which, an "interest") in such strategic client (other than interests held by a mutual fund in which any of them holds an interest unless the mutual fund itself is the strategic client), to comply with ATHENIAN TECH's independence requirements. During the Term of this Agreement, neither you, nor any member of your immediate family, or any of your Company shall acquire any new or additional interest, or reacquire an interest, in a strategic client with which personnel you had discussed the provision of any services during the Term of this Agreement.
 - v. The stated by you in the enclosures below are accurate and complete. You shall inform us immediately of any circumstances that alter or negate your representations in the preceding sentences.
- c. To the fullest extent permissible by applicable law, you will indemnify us against all claims, demands, penalties, liabilities, losses, damages and expenses (including reasonable legal expenses) made against, imposed on or suffered by us, our Interns, or any of our affiliates or their Interns, arising out of or related to your breach of the representations and warranties.
- d. The following annexures form an integral part of this Agreement.

20. Governing Law and Jurisdiction

This Internship Agreement shall be governed by and constructed in accordance with the laws of India.

In the first instance, all disputes, differences or disagreements arising from, in connection with, or related to this Internship Agreement, including its interpretation, performance or termination, shall be settled through mutual discussions between the parties.

Any dispute arising out of this Internship Agreement or your Services shall be subject to the exclusive jurisdiction of the New Delhi courts.



Athenian Tech Private

We are looking forward to having you with us and hope you have a rewarding and challenging experience.

Please sign and return us the duplicate copy of this letter in token of your acceptance.

Yours sincerely,

For Athenian Tech

Arvind Sharma

Arvind Sharma

Athenian Tech

Dated: 10/9/22

Subject: Appointment cum Offer Letter

Dear Shubh Kumar Sirohi

We are pleased to offer you the position of **Intern** in our Company.

Your engagement shall be subject to the terms expressed herein and the on-job training letter, and uniform terms and conditions of the Company, which are also accessible from Company's office server.

Subject to your completion of Internship Period you will be designated as Junior Associate - IT. Acceptance of this is your expression of acceptance of the service agreement of Minimum contractual period. **Minimum Contractual Term** means the Internship Period i.e. (initial minimum 6(Six) Months which will be extended till the time you have not appeared for your final semester exams) and 1.5 (One year and 6 months) thereafter. This period shall exclude any leaves availed by you apart from the stipulated earned leaves as per company's policy.

The date for commencement of your joining is Jan'23. Your reporting officer is Mr. Amit Singh (General Manager - Software Engineering)

Upon joining, you will receive the detailed confirmation letter and you will be required to signed copy of the enclosed joining Report along with documents requested

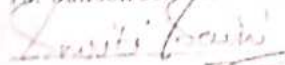
Stipend and Salary Structure:

- Stipend Structure- With effect from your joining date, you will be entitled for the monthly stipend of INR 20,000 during internship.
- Salary Structure- Post completion of internship, below will be CTC breakup for one year and six months.

Particulars	Post completion of internship	Next Year in permanent employment	
	0-6 months	7-12 Months	13-18 Months
	Amount (INR)	Amount (INR)	Amount (INR)
Basic Salary	15100	15200	15300
HRA	7200	7600	7650
Travelling Allowance	800	1600	1600
Special Allowance	3690	7201	11321
Saturday Working Allowance	2791	3245	3700
Gratuity	726	731	736
Health Insurance	393	393	393
Monthly CTC	30700	35970	40700
Expected In Hand Salary (pre-TDS)	29581	34846	38571
Yearly CTC		455400	
Yearly Incentive**		41600 (After 1.5 Years in permanent employment)	
Total Annual Incentive		500000	

Wishing you a long and fruitful stay.

For Daffodil Software Pvt Ltd.



Authorized Signatory



Daffodil Software Private Limited
(Formerly Daffodil Software Limited)

Registered Office : 5th Floor, Tower B-1, DLF Saksham SEZ, Sector 30, Gurgaon-122001 (Haryana), INDIA. Tel: +91-0124-6817000

Branch Office : 6th Floor, Metropolis Mall, Industrial Area, Phase-12/5005 (Haryana), INDIA

Web Address : www.daffodilsw.com | Email-id : info@daffodilsw.com

CIN : U74899HR1999PTC066889

OFFER LETTER

Dear **Mr. Harshit**
Quantum University

Roorkee Uttarakhand

This refers to your application for rendering your services to the company and subsequent interview with us. We are pleased to offer you a position in our company on the following terms and conditions.

Designation : **CEASEFIRE MANAGEMENT TRAINEE**
Date of Joining : **01-Aug-2023**
Functional Band : **Front Liner/Business Development**
Department : **Sales**
Division : **CSD**
Salary : **As Per Annexure 'A'**
Reporting Branch : **HARIDWAR**
Location : **Haridwar**

Your duties and responsibilities shall be as assigned to you by the Company from time to time. Your reporting branch will be **HARIDWAR**. However, you may be transferred/deputed to anywhere in India or abroad.

You will be appointed on probation for a period of six months and your confirmation of services is subject to satisfactory completion of your probationary period. A detailed appointment letter will be issued to you on your joining.

As discussed & agreed, We would like you to join your duties on **01-Aug-2023**. Actual branch name and address will be informed to you subsequently.

As a part of Ceasefire's e-joining process, you will be required to share scanned copy of a list of mandatory documents on our online joining portal(E-Profile), the link for same will be sent shortly.

Since this offer is based on vacancy of the position for this particular location in the company, the current offer may get withdrawn or location allocation may get changed in case of unavailability of the vacancy or any business changes. Same shall be informed to you over telephone and email on occurrence.

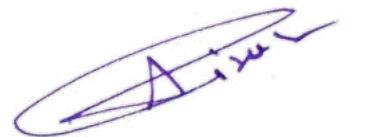
* Please carry your own laptop at the time of joining. Carrying laptop and original document is mandatory, failing to which joining can be cancelled and offer can be withdrawn.

We look forward to welcome you at CEASEFIRE for a long and rewarding career.

With best wishes
Your Sincerely,
For Ceasefire Industries Private Limited.



Arnab Kumar Das
Human Resource



Registrar
Quantum University

Annexure - A

NAME : **Harshit**
 DIVISION : **CSD**

DESIGNATION : **CEASEFIRE MANAGEMENT TRAINEE**
 DOJ : **01-Aug-2023**

Particulars	Amounts(Rs.)	
	Fixed Component	
Basic		20500
House Rent Allowance		4100
Sub Total A		24600
	Reimbursement	
Sub Total B		0
	Variable Component	
Monthly Performance Linked Reimbursement*		5330
Sub Total B1		5330
Gratuity****		1010
Sub Total C		1010
Total Salary Package (A+B+B1+C)		30940
Total Salary Package Per Annum		371280
Deductions	Monthly TH	Annual TH
Employee Welfare Trust	150	1800
Total	150	1800
Total TH	29780	357360
	Additional Perks	

Medical Insurance: Benefits available for self and family including spouse and upto 2 kids.

Leave Encashment: As per company's leave policy.

LTA: To be claimed post completion of 1 year of service with the company.

Medical Reimbursement: Medical Reimbursement can be claimed quarterly subject to submission of bills .

* Qualitative Performance Incentive /Reimbursement subject to achievement of the given objectives as per existing policy.

** Variable Incentive/ Performance Linked Reimbursement (PLR) is applicable as per company's policy. Actual amount may vary depending on the performance

*** Ex-Gratia / Statutory Bonus: Subject to completion of 1 year from date of joining.

****Gratuity: As per the Provisions of the Payment of the Gratuity Act, 1972.

Note :- All taxes are applicable as per law.

With best wishes

For Ceasefire Industries Private Limited.



Arnab Kumar Das
 Human Resource

EXTENSIVE RANGE OF FIRE EXTINGUISHERS | SPECIAL APPLICATION FIRE EXTINGUISHERS | MICRO ENVIRONMENT FIRE SUPPRESSION | FIRE SUPPRESSION SYSTEMS
 KITCHEN FIRE SUPPRESSION SYSTEMS | FIRE ALARM SYSTEMS | FIRE PROJECTS | ANNUAL MAINTENANCE CONTRACT | FIRE TRAINING | REFILLING | ACCESSORIES

CEASEFIRE INDUSTRIES PRIVATE LIMITED

B1/ H1, 2nd Floor Mohan Cooperative Industrial Estate,
 Mathura Road, New Delhi - 110044
 Ph. : 011-41846800 | response@ceasefire.in
 www.ceasefire.in | SMS : Fire to 53030

Registered Office :

602, "Doli Chamber", 6th Floor, Behind
 Strand Cinema, Colaba, Mumbai - 400005, India
 Tel. : 022-22854677 / 78 | Fax: 022-66349069

CIN No. U29193MH2002PTC136108



+91 9540 666 666
 +91 1800 120 3473
 +91 120 4223473



Offer Letter

Dear Jatin,
Congratulations!

We are pleased to offer you the opportunity to join the RiskBerg team as an **Analyst**. The details of your employment offer are as below. Please provide your acceptance to the offer so that we can process your appointment letter. We look forward to welcome you onboard.

Salary Break-up

Description	Monthly	Annual
Basic	₹ 14,000	₹ 1,68,000
HRA	₹ 7,000	₹ 84,000
Special Allowance	₹ 4,850	₹ 58,200
Organization's Contribution to PF	₹ 1,800	₹ 21,600
Health Insurance (Self)	₹ 350	₹ 4,200
Total (Fixed)	₹ 28,000	₹ 3,36,000
*Annual Performance Bonus		₹ 33,600
Gross Annual Salary		₹ 3,69,600

Joining Details

Date of joining	1 st Sep '23
Position	Analyst – Cyber Security
Job Location	Gurugram
Notice period (in case of resignation)	3 Months
Probation period	6 months from the date of your joining.
Internal Training bond & amount	18 months, INR 100,000
Working Days	Monday to Friday (10 AM to 7 PM)
Leaves/ Holiday per Annum	As per company's internal policy
Expense Reimbursement	As per company policy for travel outside NCR

Thanks & Regards

Pooja Gusain
AM-HR, RiskBerg Consulting

Registrar
Quantum University



Date: 10 March 2023,

Mr. Keshav Maheswari,

Phone number: 9536828899

Email Id: keshavmahesh28@gmail.com

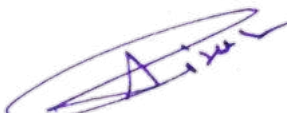
Residential Address: Flat no- T-5,801 Sector 16-B Shri Radha Sky Garden, Greater Noida, UP-201306

Dear Keshav Maheswari,

We are pleased to offer you the position of **Solution Engineer**

Trainee with Accuknox based on the following terms and conditions:

1. **Start Date** : Your appointment will commence as of 13 March 2023.
2. **Duration** : 6 Months from the date of starting.
3. **Hours of work** : You will be expected to work not less than 9 hours per day from Monday to Friday and if needed on Saturday, you will be required to work for additional hours depending on your duties and responsibilities.
4. **Stipend** : Stipend during training program ₹20,000 per month(Gross) .TDS is applicable.
You will not be entitled to any paid leave.
5. **Work Location** : Remote. You will be expected to use your own laptop and have a good Work From Home Setup with quiet work areas.



Registrar
Quantum University



**Result - Chegg India**

1 message

Manoj Bansal <manoj@quantumeducation.in>

Tue, Nov 29, 2022 at 4:09 PM

To: Shobhit Goyal <vc@quantumeducation.in>, shobhit goyal <shobhitgoyal@yahoo.com>

Cc: Pankaj Sehgal <manager.ho@quantumuniversity.edu.in>, Quantum Placements <placements@quantumeducation.in>, Rishi Sharma <rishisharma.cse@quantumeducation.in>, suryapsharma017@gmail.com, Ankit Saklani <ankit.deepro@quantumeducation.in>, Arpit Gupta <arpit.qsb@quantumeducation.in>

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

From: **Chegg Campus Connect** <campusconnect@chegg.com>

Date: Tue, Nov 29, 2022, 3:56 PM

Subject: Re: Quantum University - Data

To: Manoj Bansal <manoj@quantumeducation.in>

Hello,

Hope your students had wonderful time attending the drive as we had conducting it!

Thank you for extending uninterrupted support for the smooth conduction of the Campus Drive. We take immense pleasure in sharing the list of students who were the part of Chegg India's Campus Drive for the profile of "Subject Matter Experts". Kindly refer the list below:

Email	Registered Name	Mobile	SS1 Sub Domain	Status	Referral Code
mayanksaini200@gmail.com	mayank saini	+919045505975	Computer Science	To be onboarded	QUANH22022
praveenkumar4959@gmail.com	praveen kumar	+917557741359	Computer Science	To be onboarded	QUANH22022
raushanranjan841@gmail.com	Raushan Ranjan	+919798531718	Computer Science	To be onboarded	QUANH22022
nikhil.kumar.nk754976@gmail.com	nikhil kumar	+919135765231	Computer Science	To be onboarded	QUANH22022
qmohit19@gmail.com	Mohit Raj	+917707043889	Computer Science	To be onboarded	QUANH22022
nshrirudra55@gmail.com	Neha Shri Rudra	+919473005049	Computer Science	To be onboarded	QUANH22022
jinushivhare59@gmail.com	Kamakshi Mukesh Shivhare	+918421947981	Mechanical Engineering	To be onboarded	QUANH22022
0610abhay@gmail.com	Abhay Singh	+916393508480	Computer Science	To be onboarded	QUANH22022
nairitdas2001@gmail.com	Nairit Das	+918250108533	Computer Science	To be onboarded	QUANH22022
kalpanakumari4064@gmail.com	kalpana kumari	+917629057928	Advanced Math	To be onboarded	QUANH22022
rishabhkumardal@gmail.com	Rishabh Kumar Halder	+916202817445	Computer Science	To be onboarded	QUANH22022
rituraj72501@gmail.com	Ritu Raj	+917250196178	Computer Science	To be onboarded	QUANH22022

Kindly inform your students that, all the information related to onboarding will be mailed on student's registered email id with the login details of the Chegg Study portal.

Wishing all the students, All the Best for their new journey with Chegg!! See you Onboard!

Visit our [website](#) to know more about us.

Thanks & Regards,

 Registrar
 Quantum University

Prakriti Shrivastava | Expert Acquisition

pshrivastava@chegg.com | www.cheggindia.com

From: Chegg Campus Connect <campusconnect@chegg.com>

Sent: Thursday, November 17, 2022 3:14 PM

To: Manoj Bansal <manoj@quantumeducation.in>

Subject: Re: Quantum University - Data

Hello,

We hope your students are all set for Chegg's campus hiring drive !

As we look forward to the event, we feel it is necessary to list out all instructions for this event.

We are confident that all participating students will abide by these.

Date – 22nd Nov 2022**Time – 11:00 AM Onwards****Type of Event- Online**

The recruitment process shall be held online. No personal interviews or group discussions will be conducted.

smartDataTM
ENTERPRISES

info@smartdatainc.net
Branch Office :
Jyoti Palace, 2nd Floor
Opp: Kewal Vihar
Sahastradhara Road
Dehradun - 248001
Uttarakhand
Tel : (91) 135 - 2781880

Ref No.: SDEI/Emp/Appt/2024/ 008
Dated: 01st Jan, 2024

Letter of Appointment

Mr. Mohit Raj
Near Primary School , Sarmera , Nalanda
Nalanda , Bihar - 811104

Dear Mohit Raj,

We are pleased to offer you position of **Associate Delivery Level 1-Big Data Group** in our Company w.e.f **01st Jan, 2024**. Please note that the employment terms contained in this letter are to be read in conjunction with:

a. the extant Company Policy.

1. APPOINTMENT.

- a. Your date of appointment is effective from the date of joining.
- b. You will be liable to be transferred in such capacity as the company may from time to time determine to any other location, department, function, establishment, or branch of the company or subsidiary, associate or affiliate company. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies etc.
- c. You are to sign the original and the copy of the appointment letter on the day of reporting.

2. COMPENSATION.

You will be eligible to receive the following:

- a. Basic salary of '7,500' per month.
- b. You will be entitled to other compensations and benefits in accordance with the company policy as modified and intimated to you from time to time.
- c. Your salary will be reviewed periodically as per company policy.
- d. Changes in your compensation are discretionary and will be subject to and on the basis of effective performance as results during the period and other relevant criteria.

3. OTHER BENEFITS.

- a. You will be entitled to leave, holidays and working hours as application per company policy.
- b. You will be eligible to perquisites, if any, as application to your category of employees and/or based on functional requirements as determined by the company.



Registrar

Quantum University

Mohit Raj

SALARY OFFER SHEET

Name: Mohit Raj
Position: Associate Delivery Level- 1
Department: Engineering
Group: - Big Data Group

01st Jan, 2024

1. You will be entitled to a gross remuneration per month with breakup as follows:

Basic	7,500
D.A.	7,500
House Rent Allowance	6,000
Transport Allowance	800
Grade Allowance	1,230
Special Allowance	1,245
Uniform Allowance	1,250
Medical Expense	1,250
Total Fixed Monthly Cash	26,775
Leave Travel Allowance	1,250
Health Benefit	175
PF	1800
Total Fixed Compensation	3,225
Monthly Total Cost to Company	30,000
Annual Total Cost to Company	360000

- Uniform Allowance will be non-taxable on submission of bills.
 - Leave Travel Allowance will be paid, once in a year.
2. You will be a member of the EPF Scheme. 12% of the basic pay DA subject to a maximum of Rs.15,000/- per month will be deductible from your monthly pay, as your contribution.



Mohit Raj

Mohit Raj
01st Jan, 2024

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Special Allowance:

This is fixed monthly components of your salary and is taxable.

Medical:

1. Health Benefit covers Rs.1,50,000 per annum towards hospitalization.

AMR Tech Park 3, Ground
Floor, Tower B, Hongasandra
Village, Bommanahalli,
Hosur Road, Bengaluru-560068
(M)+91 7022374614
www.intellipaat.com

FORM 'A'

Date: April 19th 2023

To,
Pallab Mondal
Bangalore

Dear Pallab Mondal,

We are pleased to forward to you, your Offer Letter, enclosed hereby and would like to formally welcome you to the growing family of IntelliPaat Software Solutions Private Limited.

We are sure that you have had sufficient opportunity to understand in detail your job role, the organization, etc. We would be glad to provide further clarification if you need any.

You are required to report for duty at our Bangalore office. The address and the contact number are as follows:

AMR Tech Park 3, Ground Floor, Tower B, Bommanahalli, Hosur Road, Bengaluru, Karnataka Mobile:
+91 7022374614

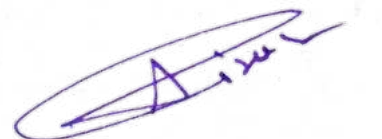
We are in the process of building an organization, where professionals would find full satisfaction in their challenging job roles and an interesting working environment. In this regard, we welcome your contributions too.

Kindly return the duplicate copy of the appointment letter, duly signed, as a token of your acceptance of the same. We look forward to a mutually beneficial and long-lasting relationship with you.

Yours truly,
IntelliPaat Software Solutions Private Limited



Dewaker Singh Bisht
Director- Human Resources


Registrar
Quantum University



Date: 8th September, 2022

Dear Saurabh,

Subject : Offer letter of employment as **Business Development Executive**.

With reference to your application and subsequent interview with us, we are pleased to offer you the position of **Business Development Executive**. Your cost to company (CTC) will be **Rs. 420,000** (Rupees Four Lakh Twenty Thousand Only) Per Annum and other terms of service shall be as per the discussion you had with us. The compensation details are as follows -

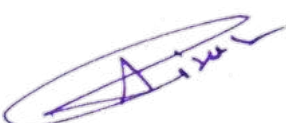
Components	Per Annum	Per Month
Basic Salary	210,000	17,500
HRA	105,000	8,750
Special Allowances	65,904	5,492
Employer's Contribution to EPF	21,600	1,800
Statutory Bonus	17,496	1,458
Total CTC Per Annum	420,000	35,000

We would expect you to join as early as possible but not later than **19-Sep-2022** at the office located at **Noida, Uttar pradesh** beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

You are being offered the above position on the basis of authenticity of the information, preliminary documents (if any) provided/submitted by you about your education, experience etc. This offer letter (including the appointment, if made) can be withdrawn/terminated at any point in time (without any legal liability on the Company), if the information provided by you is/are found to be untrue/false.

Your services are transferable, with reasonable notice, to any location in India or overseas where the company conducts its businesses, or to any subsidiary, associate or group company whether now existing or yet to be formed. Such transfer / deputation will be according to the rules of the company in force at that time.

During the term of your employment, should you desire to leave the services of the Company, you will have to give to the Company **one month'** notice or salary in lieu thereof. Similarly, the Company shall be entitled to terminate your employment at any time by giving you **one month'** notice or salary in lieu thereof. However, the Company may terminate your employment with immediate effect by a notice in writing (without payment of salary) in the event of your misconduct, negligence, fraud, breach of terms of employment or Company policy, criminal conviction and prolonged unauthorized absence.


Registrar
Quantum University
A95B, Block A, Sector-136, Noida, U. P. - 201304, Country: India.
Phone: 1800 102 5301, E-mail: info@extramarks.com



You agree, acknowledge, and authorize the Company to carry out necessary verification, background check on you (which may be carried out by a third party) from your institution, college, previous employer etc. Should the Company receive any negative feedback during such verification, background check, the Company shall be well within its right to withdraw/terminate this offer letter (including your appointment, if made) without any legal liability on the Company.

We are confident you will find this new opportunity both challenging and rewarding. We are excited to have you on board and wish you a great career ahead!

Sincerely,

HR Department

I have been explained the terms and conditions of my employment and I have understood the same and accept them entirely. I shall join service on or before **19-Sep-2022**.

Accepted





Annexure - Pre-Joining Documentation

Before your date of joining, kindly upload the below mentioned documents in the link given below -

1. Offer letter acceptance*
2. Copies of Educational Certificates – Class 10th & Class 12th and Other Certificates (if any)
3. Copy of Graduation Certificate
4. Aadhar Card
5. PAN Card
6. Form 11 & Form 2
7. Bank Account Details
8. Clearance from the previous employer
9. Passport size Photograph (in .jpeg)
10. Last Payslip received from the previous employer
11. Address Proof
12. Reference sheet form
13. Adherence to Anti-Corruption Policy

The URL for the link is: <https://careers.extramarks.com/index/filldetail/refId/NTg5MjU5MTc=>

You would also need to upload a scanned copy of this letter with your acceptance.

Please feel free to reach out incase of any doubts or queries.



Primary

SELF LEARNING MATERIAL Engineering_2023 Shortlisting - smartData Enterprises India Ltd _MARCH Batch - smartData Enterprises India Ltd



Sunita Bisht
to me, Manoj Vaibhav
1 minute ago Details

Hello Tathagat,
Greetings!!

Please find below Date of Joining and the joining location.

Date of Joining :- 13th March 2023, Monday
Joining Location :- smartData Dehradun office

Location :- smartData Dehradun office.
smartData Enterprises India Ltd
2nd Floor, Jyoti Palace, Sahastradhara Rd, Dehradun, Uttarakhand 248001

Reporting time is 10.00 AM

Dress Code :- Formal dress code for all working day's

Boys :- Neat and clean shaved, Formal Trousers/ Pants, Formal shirts and formal shoes, Necktie is Mandatory

Girls :- Formal Kurti - Leggings only, no sleeveless please.

Below are the list of Documents to be carried by each student on DAY ONE of the Joining at respective locations.

List of documents to be submitted (All the documents are mandatory to carry on DAY - 1 Formality)

1. All education documents (10th, 12th, Graduation, Post-Graduation, certification course etc.)
2. Provisional Graduation and PG Degree has to be shared mediatory
3. TWO Postdated cheques of 50K each, will be in favor of "smartData Enterprises India Ltd". (Self-owned cheque only, Apply if no cheque book is available),
4. ID proof (PAN CARD Mandatory, VOTING CARD), please apply for PAN card if you do not have
5. Adhar Card mandatory
6. Passport Size photo (4)

NOTES

Please refer attached document for students learning process in upcoming joining process, here we mention some basic topics of HTML, CSS and JavaScript, C# and other topics, reference link of following topics which you can go through and study yourself this is the first process and after you are on board, we will have assessment based on these following topics. So be prepared yourself for the assessment and this learning is useful for the upcoming session, So be ready for the session which will going here.
Please share this mail to all the students who will be joining us on 13th March 2023, at smartData Dehradun office.

In case of any questions please feel free to call me on 8193935357/ 8279745051.

Thanks & Regards

Sunita
Sr. Associate HR
smartData Enterprises (I) Ltd.
Scaling Expectations

V: 91-8279745051
www.smartdatainc.com
Skype:live:.cid.73dfe3c1f2714afc
Twitter: 29_sunita

1 attachments



sDirect-nonMS-links.docx



Self Learning materials_JL...


Registrar
Quantum University



Welcome to Jio

A step towards building the future

Registrar
Quantum University



Ushering in a digital revolution

Creating Magical lifestyles

Dear Vijya Singh,

We are delighted to welcome you to the Jio Family.

Jio has undertaken the mission to change the future of Digital India. It gives us immense pleasure to have you join us on this exciting journey towards delivering Jio Digital Life!

As the first step, please go through your offer cum appointment letter and accept it by logging in to Jio Careers using your registered Email ID and password.

After accepting the offer:

1. Complete your medical examination and upload the medical form and reports on Jio Careers
2. Update your profile and upload supporting documents on Jio Careers
3. Go through Discover Jio program available on Jio Careers to familiarize yourself with the organization

Please complete the above in a timely manner to ensure a smooth and seamless joining experience. For any queries, please feel free to reach out to Vikas Gupta at VIKAS20.GUPTA@RIL.COM.

Jio offers a world of opportunities and unlimited growth options. At Jio, you can reach the peak of your career if you have the enthusiasm to build your own growth path.

We are sure that you will prove to be a great asset for Jio.

Wish you good luck and a successful career at Jio!

With love, from Jio

Ushering in a digital revolution

Creating Magical lifestyles



Dear Vijya Singh,

Here at Jio, everything we do is defined by our values. As a new addition to our family, we would like you to familiarize yourself with them before you join us.

Our values:



We will conduct ourselves to ensure highest standards of corporate citizenship



Everything that we do must delight our customer



We collaborate seamlessly, seeking and offering help as "One Team, One Vision"



We will express ourselves honestly but without disrespecting the sentiments of others




We follow the highest ethical standards to earn the trust of others



We will not create, express or pass on anything that is mediocre

With love, from Jio



Jio Benefits

Making Life Beautiful

Dear Vijya Singh,

As a member of Jio Family, you enjoy certain benefits that have been designed to make your life at Jio beautiful and comfortable.

The Benefits include:



Company paid connection to support your digital life at Jio



Special Leaves and financial support to make your wedding memorable



Leaves for maternity, paternity and child adoption



Stay healthy and safe with periodic medical checkup and Health insurance



Paid time off for you to recharge yourself

And much more....

These benefits are subject to revision as per company policy. You may visit the Employee Self Service (ESS) portal after joining for further details on individual benefit.

With love, from Jio



Date: 13 Oct 2023

Dear **Vijya Singh**,

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **GET - Jio Illuminate** on the following terms and conditions:

01. PLACE OF POSTING

Your initial posting will be at **Mumbai RCP**.

However, during employment with the Company, you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **31 October 2023**.

02. COMPENSATION

Cost to Company: ₹ 7,00,001/- (₹ SEVEN LAKH ONE only) per annum.

CTC is the indicative cost to the company that includes following three major components:

A. Fixed Pay: ₹ 5,73,662/- (₹ FIVE LAKH SEVENTY THREE THOUSAND SIX HUNDRED SIXTY TWO only) per annum.

This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

B. Retirals : ₹ 35,035/- (₹ THIRTY FIVE THOUSAND THIRTY FIVE only) per annum

This includes Provident Fund, Gratuity/Ex-gratia and Bonus as per applicable rules.

C. Performance Linked Incentive (PLI): ₹ 91,304/- (₹ NINETY ONE THOUSAND THREE HUNDRED FOUR only) per annum

(This is the maximum payout at Performance Level Significantly Exceeds Expectations).

PLI is a performance linked incentive and is the variable component of the compensation. This will be determined on the basis of your individual performance, your business unit performance, and overall Reliance performance as determined by the Central Apex Committee. PLI is payable subject to the employee being on the rolls of the company and not serving notice period on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1B.** Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary plus personal special allowance (if applicable) with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

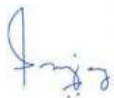
Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer. We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

For Jio Platforms Limited.



AUTHORISED SIGNATORY

Name : Vijya Singh			
Components		Amount in ₹	
		Monthly	Annually
A. Fixed Pay			
1.	Basic Salary	17,368	2,08,418
2.	Personal Special Allowance	0	0
3.	Residual Choice Pay	18,584	2,23,005
4.	Medical Insurance Premium (For self spouse 3 dependent children and dependent parents)	2,891	34,696
5.	Group Personal Accident Insurance Premium	34	413
6.	Group Term Life Insurance Premium	243	2,921
7.	House Rent Allowance	8,684	1,04,209
Total - Fixed Pay [A]		47,804	5,73,662
B. Retirals and Bonus			
1.	PF - Employer's Contribution (12% of [Basic Salary + PSA])	2,084	25,010
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	835	10,025
3.	Bonus (As per Act)	0	0
Total - Retirals and Bonus [B]		2,919	35,035
C. Performance Linked Incentive (PLI)		7,609	91,304
Total CTC [Fixed Pay + Retirals and Bonus + PLI]		58,332	7,00,001

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.
2. The insurance premium and coverage amount are subject to revision based on the company policy.
3. For computing Provident Fund Contribution, Basic Salary and other statutorily applicable allowances will be considered. Therefore, the actual provident fund contribution may vary from the illustration in Annexure 1-A.
4. Employees covered under ESIC will not be covered under GHI, GPA and GTLI.
5. PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

Annexure I-B Components of Compensation

The Company follows a Cost to the Company (CTC) structure that reflects the total cost of an employee to the organization and includes all direct & indirect payments including benefits, perquisites and subsidies. It is so designed to provide you flexibility to structure your compensation package. However, the components within each category of payments are discretionary and the company has right to change these components any time without notice.

The main components under Cost to Company Structure are:

A. Fixed Pay

A1. Basic Salary :

This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution. (Please refer **Point B Retirals** below.)

A2. Personal Special Allowance :

Personal special allowance is a fixed pay component and is part of the reference salary for provident fund contribution

A3. Residual Choice Pay (RCP) :

Residual Choice Pay is a fully taxable component. After joining, you may choose to distribute residual choice pay among various choice pay components as per your needs. Amount chosen under choice pay components will be reduced from residual choice pay.

You must choose the amount to be claimed under each choice pay component at the beginning of the financial year or within 7 days of joining the Company. Residual Choice Pay components like Fuel & Maintenance, and LTA are reimbursed based on the actual bills/supporting documents submitted. All bills / supporting documents must be provided by 15 January for the financial year. In case the actual bills fall short of the amount chosen, balance amount will be paid as taxable allowance.

The choice pay components offered by the company are mentioned below. These can change at any time in line with government regulations and company policy. Please visit policy section on Employee Self Services (ESS) portal for more details.

1. Conveyance Allowance
2. Children's Education Allowance
3. Children's Hostel Allowance
4. Leave Travel Assistance
5. Company Leased Vehicle
6. Fuel & Vehicle Maintenance Reimbursements
7. Sodexo / Accor Food Card
8. Gift Coupons

A4. Group Hospitalization Insurance (GHI)

GHI provides risk coverage to you and your family members (spouse, dependent children and parents) in event of hospitalization. The coverage and mandatory debits in respect of the same are as follows:

#	Parameter	Description
1	Definition of Family	Self, Spouse, First 3 dependent children up to age of 25 years, 2 dependent parents
2	Floater Coverage (In Lacs)	₹ 5 Lacs
Insurance for family		
1	Family Insurance premium per annum	₹ 34,696
2	Self (insurance premium ₹ per annum)	Included in Family
3	Spouse (insurance premium ₹ per annum)	Included in Family
4	Children (First 3 up to the age of 25 years) (Insurance premium ₹ per child per annum)	Included in Family
5	Insurance Top up Type	Optional
6	Top-up coverage option/s for family (In Lacs)	Refer Employee Self-Service (ESS) portal post joining
7	Top-up Premium for family (₹ per annum)	Refer Employee Self-Service (ESS) portal post joining
Insurance for Dependent Parents		
1	Floater Coverage (In ₹ Lacs)	Included in Family
2	Insurance Premium for both parents (₹ per annum)	Included in Family
3	Top-up Coverage option/s (In Lacs)	Included in Family
4	Top-up Premium for both parents (₹ per annum)	Included in Family
Eligibility		
1	Hospital Room	Up to Non-deluxe AC Single Room
Additional Benefits		
Not Applicable		

You need to visit Employee Self Service (ESS) portal post joining to declare your dependents for coverage under Group Hospitalization Insurance.

The insurance premium and coverage amount are subject to revision as per Company Policy.

A5. Group Personal Accident Insurance

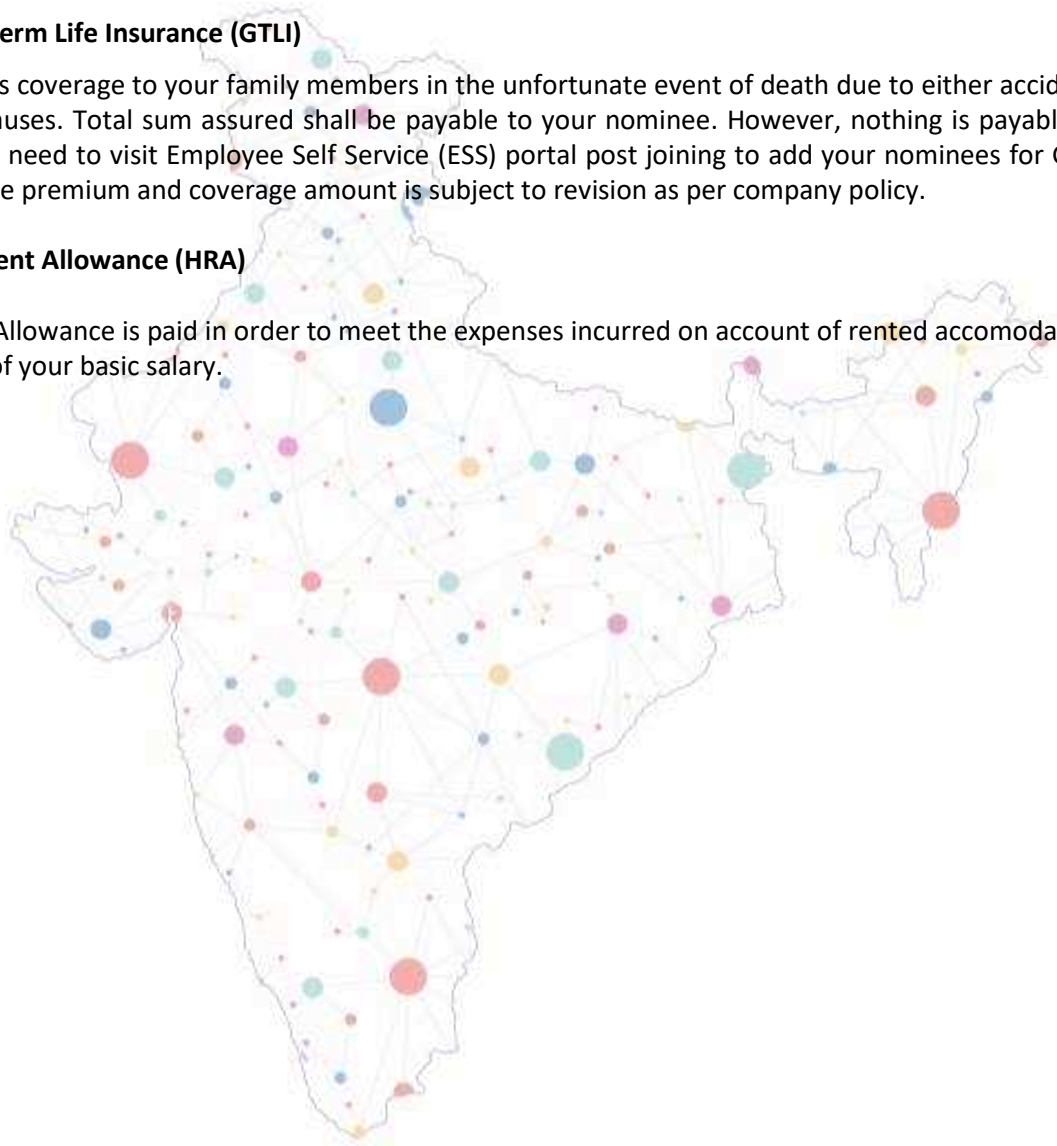
Group Personal Accident Insurance Benefit provides you risk coverage in case of any accidents occurring while working or outside of work resulting in partial or total disablement or casualty. Please visit Employee Self Service (ESS) portal post joining to add your nominees for GPAI. The insurance premium and coverage amount are subject to revision as per Company Policy.

A6. Group Term Life Insurance (GTLI)

GTLI provides coverage to your family members in the unfortunate event of death due to either accidents or natural causes. Total sum assured shall be payable to your nominee. However, nothing is payable on survival. You need to visit Employee Self Service (ESS) portal post joining to add your nominees for GTLI. The Insurance premium and coverage amount is subject to revision as per company policy.

A7. House Rent Allowance (HRA)

House Rent Allowance is paid in order to meet the expenses incurred on account of rented accommodation. HRA is 50% of your basic salary.



B. Retirals

B1. Provident Fund

Employer contribution to the Provident Fund @ 12% of Basic Salary plus personal special allowance (if applicable).

The Company deducts 12% of your Basic Salary plus personal special allowance (if applicable) and makes an equal contribution, as per PF rules applicable currently. Both are remitted on a monthly basis to the company's PF Trust / RPFC. A part of the company's PF contribution is deposited to your PF Pension Fund / RPFC, to provide you with pension on retirement or after completing a specified period of service.

B2. Gratuity/Ex-gratia

Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic Salary.

1. All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company. However, eligibility for contribution to the Gratuity Trust / Fund commences from the first day of employment.
2. In the event of separation before 5 years of continuous service, ex-gratia will be paid to the tune of gratuity accumulated and will be subject to prevailing Income Tax Rules, except in case of separation arising out of disciplinary grounds.
3. In the case of death, the minimum service requirement does not apply.
4. Gratuity is calculated as Last Drawn Basic Salary / 26 days x 15 days x number of completed years of service.
5. For calculating Gratuity, periods of service of 6 months or more will be considered as equivalent to one year and less than 6 months will not be counted.
6. Income Tax on Gratuity will be applicable as per Income Tax Rules.

B3. Bonus

Bonus is payable as per Bonus Act.

C. Performance Linked Incentive (PLI):

PLI is computed based on a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance. If any other functionally relevant plan (Such as 'Sale Incentive Plan') is made applicable, the framework of such plan will be applicable instead of PLI.

PLI / functional incentive will be payable provided the employee is on the rolls of the Company & not serving notice period, on the date of disbursement, notwithstanding any delay on the announcement of such disbursement. PLI / functional incentive will be subject to tax.

Note: All tax exemptions, where applicable, will be as per the prevailing tax rules and laws

Annexure - II - TERMS AND CONDITIONS OF EMPLOYMENT

1. **MEDICAL FITNESS & VERIFICATION OF PARTICULARS:**

Your appointment is subject to:

a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.

b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. **TRANSFER:**

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary/ affiliate of our client/ associate. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

3. **REPRESENTATIONS AND WARRANTIES:**

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that;

a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;

b. You are under no physical or mental disability that would hinder the performance of your duties contained herein;

c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions;

d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith

e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants;

f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

Annexure - II

- g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and
- h. The terms, covenants, and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

4. DUTIES AND RESPONSIBILITIES:

- a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company and its clients.

You are required to engage yourself exclusively in the work assigned by the company and its client and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

- b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the client or any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

- c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.
- d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company or its clients. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

Annexure - II

- e. Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the client, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

- f. Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

- g. Confidentiality:** You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company and its clients. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its client or subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

- h. Proprietary Rights:** You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning,

Annexure - II

transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

- i. Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.
- j. Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.
- k. Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.
- You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.
- l. Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer, client or member of the investment community or media or in any communication.

Annexure - II

m. Confidential nature of terms of employment: You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.

n. Model Release : You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.

o. Enforceability: You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

5. TERMINATION OF EMPLOYMENT:

a. Employment AT-WILL: You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.

b. Performance: Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.

c. Superannuation: You will automatically retire from the service of the company on attaining the age of 58 years.

Annexure - II

- d. Absenteeism:** If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
- Return to work within 8 days from the commencement of such absence, and
 - Give an explanation to the satisfaction of the Management regarding such absence
- e. Medical Fitness:** The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you may be terminated from employment.
- f. Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving 60 Days notice in writing or payment of pro rata 60 Days Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving 60 Days notice in writing or by payment of pro rata 60 Days Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 60 Days, without any pay in lieu of the notice period.
- g. Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- h. Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.
- i. Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or other wise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of our client or any of its Group Companies.
- j. Recovery of Payments:** In the event of separation (excluding death), you shall be required to refund to the Company, a part of Relocation Expenses amount reimbursed; in case you leave the company within 1 year from the date of disbursement of amount, you shall refund the entire relocation expenses reimbursed to you.

6. GENERAL:

- a. Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be

Annexure - II

borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

b. Rules Regulations and Policy on Ethics: You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company and our client publish from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.

c. Media Interaction: You will not interact with the media - electronic, print or otherwise in

- i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.
- ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.
- iii. You shall also not disclose non-public information selectively to any particular group as it may lead to unfair advantage / discrimination.
- iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company or its client's business, policies and processes, you should take the approval of the Management prior to its release.
- v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.

d. Dispute Jurisdiction: It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Navi Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Navi Mumbai.

e. Entire Agreement: This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

Annexure - II

- f. Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.
- g. Change of address:** You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.
- h. Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.
- i. Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- j. Travel:** You shall make your own transport arrangements to and fro from the place of work.
- k. Documentation:** Please submit the following documents, if not submitted earlier:
- Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.
 - Three copies of your recent passport size photographs with white background.
 - Relieving letter & salary certificate from your last employer in case you are/were employed.
 - Copy of Aadhar Card / Passport / Voter ID / License / any other document for photo identity and PAN card.
 - Copy of any Government Bill / Telephone Bill / Electricity Bill / Gas Bill / Bank Account Statement / Ration Card / Aadhar Card / Passport/ any other document as proof of your residence.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

April 27, 2023

To,
Ms. Nandita Saini
Roorkee, Uttarakhand, India

Letter Of Offer

Dear Nandita,

Congratulations!! We are pleased to appoint you as **Trainee Salesforce Developer** and look forward to you being a part of our family.

We are glad to inform you that the appointment will commence from the day of joining i.e. **Monday, May 8, 2023** failing which this appointment will stand automatically withdrawn.

We are offering you annual entitlement of **Rs. 3,64,044/-** Details of other allowances shall be as per enclosed in **Annexure I**.

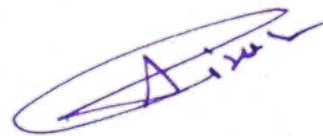
Welcome once again, may this be the start of a long, happy and successful association with Webkul.

Webkul Software Pvt. Ltd.
H-28, ARV Park, Sector 63, Noida, IN- 201301

Regards,



Priya Verma
Sr. Executive- HR
Human Resource



Registrar
Quantum University

13. The initial stipend ranges from 11K (B. Tech / MCA) per Month during training, and after training it is between 3LPA to 8LPA. It will be completely performance driven evaluation.

All the above depends on the performance, Quality and know-how of students

14. In case student is selected for smartData Enterprises, The TPO and the said students hereby confirm by signing this documents of terms and conditions that he/she shall not appear in any further campuses conducted by the college.

Acknowledgment from TPO/Official rep of the Institution

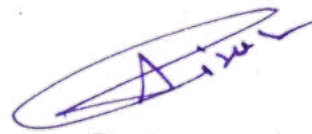
Yes, we understand and agree to the above terms and conditions

Signature

(TPO/ Institution Representative) & Students

1. Santosh Kumar — Smart data
Santosh Kumar
2. Mohit Raj
Mohit Raj
3. Muskan
Muskan
4. Prashant
Prashant

Mohit
25/11/22


Registrar
Quantum University



UM AUTOCOMP PRIVATE LIMITED

(a UM group company)

Works : Village Lakeshwar, Via Bhagwanpur, Roorkee, Distt. Haridwar (UK) - 247 661

Ph. : 01332-235131-32-33 Fax : 01332-235134

E-mail : umautobhg@umautocomp.in, Website : www.umgroup.in

CIN No.: U35999DL2016PTC 304695

Ref.: UMAPL/H.R/2023

Date: 27.01.2023

Mohd. Salman

Email: - tyagisalman780@gmail.com

Subject: Offer Letter.

Dear Mr. Salman,

Please refer to your application and subsequent discussion you had with us, we are pleased to offer you employment in our organization as Graduate Engineer Trainee on the following terms and condition:-

01.	Position	: Graduate Engineer Trainee
02.	Grade	: T-II
03.	Company	: UM Autocomp Pvt. Ltd.
04.	Location	: Bhagwanpur or as Directed
05.	Date of Joining	: Immediate
06.	Emoluments	: As mutually agreed

Please note that this is an offer letter only and formal appointment letter will be issued to you at the time of joining your duties with us. Your employment is subject to your being found medically fit by production fitness certificate from a registered medical practitioner.

Please bring following documents with you at the time of joining:-

- 6 copies of passport size photographs.
- Certificates showing the date of birth.
- Educational qualification certificate.
- Experience certificate, if applicable.
- Clearance certificate from the last employer.
- Last pay slip & salary certificate.
- UAN/PAN/ESIC/AADHAR/Bank Account (SBI) number etc.
- Any other document necessary for service record.

We look forward to welcome you to UM Family.

Thanking You,

Your faithfully,

for **UM AUTOCOMP PVT. LTD.**

(S.K.SACHAN)

VICE PRESIDENT (PLANT HEAD)

Registrar
Quantum University



WINSPARK INNOVATIONS LEARNING PVT LTD.
Plot No. 76 D, Udyog Vihar Phase -4, Sector-18, Gurugram, Haryana-122001
<http://www.planetspark.in>

Letter of Intent

Date: 07/11/2022

To

Bhorat Das

Sub: Letter of Intent

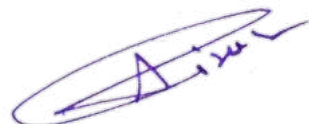
We are pleased to appoint you in our organization as a **Business Development Trainee** with effect from **11th November 2022**. You will be based out of PlanetSpark office at PlanetSpark Tower B, 3rd floor, Unitech Cyber Park, Sector 39, Gurugram, Haryana- 122002. You will be working in the domestic process.

Your overall training period is for 4 weeks. you would receive a gross of **INR 5000** per month which can be extended if needed. During this period the below mentioned targets has to be achieved to get the License to sell and move into the core sales team.

The trainee will be eligible to receive the stipend only if they have **75% of daily attendance** and should have completed **one whole month** in the system.

Region	Targets
Domestic	Rs 100000
UAE	\$1500
USA	\$1500

Initial training will be for 14 days, 5K of incentives will be added if the L2S achieved.


Registrar
Quantum University

These incentives will be processed after a month along with regular pay cycle. (PF deduction are applicable), till the below mentioned revenue is achieved the training gross remains the same.

Region	Targets
Domestic	Rs 30000
UAE	\$405
USA	\$465

Post successful achievement of 1 lakh revenue in the Sales Dashboard you'll be eligible for the gross emoluments and incentives detailed in Annexure – A. During probation period if you are unable to clear the training on given targets the probation shall be discontinued anytime.

Your employment with us post the training clearance will be governed by the Terms & Conditions as detailed in Annexure – B.

Your offer has been made based on information furnished by you. However, if there is a discrepancy in the copies of documents or certificates given by you as a proof of above, we retain the right to review our offer of employment.

Please sign and return duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards sparking the joy of learning in every child in India. We assure you of our support for your professional development and growth.

Annexure – A

Emoluments can be bifurcated as under:

Particulars	Monthly	Yearly
Basic Pay	15000	180000
House Rent Allowance	7500	90000
Medical Allowance	2000	24000
Special Allowance	9000	108000
Gross Salary	33500	402000
Employer PF Contribution	1800	21600
Variables (At Target Incentives) (refunds are not considered)	20000	240000
Total CTC		663600

Annexure – B

1. Personal Particulars:

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

2. Probation

You will be in probation period of one month from the date of joining. The probation can be discontinued anytime if target is not achieved during training and salary will be processed as FNF after 90 days.

3. Nature of Work:

You will work at high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities within **Business Development Trainee** will be assigned and explained to you from time to time.

4. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense.

5. Intellectual Property Right:

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

6. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time there after divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavour to prevent any other person from doing so.

7. Annual Leave:

You will be entitled to 4 annual leaves for every completed quarter at the company.

8. Termination of Service:

Either party can terminate this employment by serving a notice of one week/without notice on the other. The Full and Final settlement will be processed after 90 days from the last working date. L2S incentives are not applicable for resigned employee/trainee.

9. Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently.

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

Sincerely,

For and on behalf of WINSPARK INNOVATIONS LEARNING PVT LTD



APPOINTMENT
LETTER

25th January 2023

Name: Nitu Kumari Sony
Emp Code: APW/RAPIDO-543
Location: surat (Gujarat)

Dear Nitu Kumari Sony

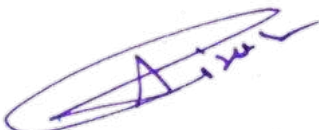
Congratulations! We are pleased to appoint you as **“Supply Associate”** of Apar PeopleWorld Software Services Pvt. Ltd and you will be deputed at Roppen Transportation Services Private Limited **“Rapido”**. Your tentative date of joining will be **1th february 2023**, on the terms and conditions set out herein below.

As discussed, and agreed, your **Cost to Company is Rs. 5,43,480/- per annum (Rupees five lakh fourty three thousand four hundred Eighty Only)**. All the deductions will be made as per company standards. Refer Annexure A for breakup. Your employment is contingent on the appropriate successful results of a background check which will include a criminal records check, reference checks, verification of education and verification of work history. Failing which the offer stands cancelled immediately.

This Letter appointment letter confirms the terms of our offer of employment, and supersedes all other prior correspondence.

1. Commencement of Employment

- (a) On joining the Company, you shall be on probation initially for a period of 2 (two) **months** from the actual date of your joining
- (b) During your probation period, you are expected to match the performance failing which action would be taken depending on performance policies.
- (c) Your confirmation with the Company is subject to your satisfactory performance during the period of probation. The probation/training period may be curtailed or extended by the management of the Company in its sole discretion.
- (d) During the period of Observation/probation, your services may be terminated at the discretion of the management, with or without assigning any reason, in case your services are terminated on account of non-performance or commission of any misconduct by you the employer is entitled to terminate your service without any compensation or noticethereof.
- (e) Your confirmation with the Company will be communicated to you in writing.


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Please, find enclosed the checklist of documents which needs to be furnished at the time of joining formalities.

Checklist:

1. 4 copies of Passport size photographs.
2. PAN Card.
3. Educational Certificates (from SSLC to Highest Qualification)
4. Offer and relieving letter from your previous employer (Resignation Acceptance Email from the previous organization in case of relieving letter to be issued)
5. Identification proof and Address proof. (Passport, **Aadhar card is mandatory**, Voters ID card, Driving License)

Salary Structure

Name: Shubham Goswami
Designation: Supply Associate

Date: 25th January 2023

CTC Breakup		
Salary details	Annual	Monthly
Basic	240000	20000
HRA	240000	20000
Special Allowance	0	0
Gross Salary	480000	40000
Employer PF	48000	4000
Employer ESI	15480	1290
TCTC	543480	45290
Employee PF	15480	1290
Employee ESI	3840	320
Net Pay	562800	46900

"Terms and conditions of this offer are subject to change at any time subject to business realities."

A]. Tax Deductions are based on the Tax declaration by the employee and as per the applicable laws. Above Calculation is before the liable Taxes.

Yours sincerely,

For Apar PeopleWorld Software Services Pvt. Ltd



Mr. Priyanshu karn
M No.+916207983665
Senior HR
Generalist



VEDA STEEL INDUSTRIES

Manufacturer of : H.B Wire, Binding Wire, Nails, G.I Wire, Cold Rolled TMT, S.Wire Rod & Others Steel products.

Address : Plot No. : 4(C), Phase - IV, Industrial Area, Balidih, Bokaro Steel City (Jharkhand)

E-mail : vedasteelindustries@gmail.com, Cell : 09801852708, PAN No. : AASFV1713D, GST No. : 20AASFV1713D1ZJ

TO,

**SIMMI RAJ
JAMSHEDPUR (J.H)**

Registrar
Quantum University

Sub:-Appointment Letter for the Post of Personal Secretary

Dear Simmi Raj,

I am very pleased to inform simmi that you have been selected for the post of personal secretary based on the interview you gave us earlier this week. You will be authorized to go through my daily routine as well as my office schedule and will assist me with my daily business and personal tasks.

You will be authorized to act as the first point of contact for me and you will take over responsibilities such as dealing with phone calls, managing diaries, organizing meetings, scheduling appointments, booking travel tickets, arranging accommodation, and other travel-related necessities and will often have controlling access to the manager.

It's your duty to come prepare with everything and you will start your job as a personal secretary from 01/04/2023 effectively.

As per discuss I offer you salary Rs 30000/- per month.





VEDA STEEL INDUSTRIES

Manufacturer of : H.B Wire, Binding Wire, Nails, G.I Wire, Cold Rolled TMT, S.Wire Rod & Others Steel products.

Address : Plot No. : 4(C), Phase - IV, Industrial Area, Balidih, Bokaro Steel City (Jharkhand)

E-mail : vedasteelindustries@gmail.com, Cell : 09801852708, PAN No. : AASFV1713D, GST No. : 20AASFV1713D1ZJ

The requirements of the job will be briefed to you by me on 9109133533. You are expected to work with loyalty, honesty, dignity, and determination.

I hope, you will live up to our expectations when you work for me I hope you are as delighted as me to hear this good news and I am eagerly looking forward to working with you.

Best Wishes,

PRADEEP AGARWAL

DIRECTOR

VEDA STEEL INDUSTRIES

BOKARO STEEL CITY



21st Dec 2022

To,

Subash Prasad Shah

Quantum University

Roorkee

Sub: Letter of Intent

Dear Subash

In reference of your application, we would like to congratulate you on being selected for the position of Sales Consultant with the **Shoperty Consultants Pvt Ltd.** on the terms and conditions mutually discussed and agreed. As per our mutual agreement, your annual remuneration will be Rs 3.6 LPA + Reimbursement. You are required to furnish the following upon Joining:

- a) Latest Passport size photographs – Two
- b) Birth Certificate / School Leaving Certificate showing date of birth
- c) Educational Qualification Certificates
- d) Address Proof certificate

You shall join the services of the Company on **15 January 2023.**

Please return the enclosed copy duly signed as a token of your acceptance of the letter.

For Shoperty Consultants Pvt Ltd.

Human Resource

THE NAINITAL
ROORKEE
OPPOSIT OF SUB JAIL, ROORKEE , 100/1, NEHRU NAGAR ,
UTTARAKHAND , INDIA
Phone : 7055101616
Fax :

To

Date :10-09-2023 12:54:48

KAMAL SAPRA
HOUSE NO-156 , NEHRU NAGAR
ROORKEE , UTTARAKHAND
INDIA
247667
Phone : +91(0)9634549203
Customer ID : 100987637

REMITTANCE ADVICE
Payment Order Ref:- 000003414647
TRN/UTR No:-NTB0772302393425

We confirm having received your request for outward payment on 08-18-2023, details are given
The current status of the payment

PROCESSED

If you have a query or need any clarification on this payment, you may:

- Call our 24-hour Customer Care - 7055101616 or
- Call your Relationship Manager - 7055101616 or
- Log in to your account online and forward your query

Please quote Payment Order reference in all your communications.

Payment Mode	Account Transfer	Amount Details	
Debit Account	0772000000035982	Remittance Amount	INR 40000.00
Remittance Details		Total Charges	INR 5.61
Remittance Amount	INR 40000.00	Total Amount Paid	INR 40005.61
Forward Contract Ref		Beneficiary Bank Details	
Processing Date	08-18-2023	Bank Name	
Exchange Rate applied	0.0000	Bank Identifier Code	PUNB0404400
Beneficiary Details		Address	
Beneficiary Name	COER UNIVERSITY		
Address		Benef Bank Country	IN
		Method of Payment	NEFT

Please note that all payment are processed subject to Bank's terms and conditions