

Internship Offer - ADF



Inbox



Nithyanandham... 4/7/2021



to me, Gopalan, Rajaram

Dear Aditya,

We are delighted to offer you an Internship program for ten months till April 2022 at ADF Data Science Private Limited.

Please send us a mail of acceptance of this offer, and your joining date will be **July 5th, Monday**.

(Our team will connect with you that day at 11 AM for onboarding formalities.)

We will also require the attached documents checklist from you, at the time of joining.

Best Regards,

Nithyanandham Ravi

Date: 04/10/21

Bharath G M

No.150-A1, Lakshminagar 2nd Street,

Vandiyur Main Road,

Madurai - 625020

Dear Bharath ,

Welcome to Centizen Inc.!

In our new journey, you will be experimenting and learning while understanding our deeply held values and our relationships with our clients that are the cornerstones of our organization.

We look forward to working with you and wish you success in your career with us.

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Bharath G M
No.150-A1, Lakshminagar 2nd Street,
Vandiyur Main Road,
Madurai - 625020

Dear Bharath,

Congratulations! We are delighted to make you an offer as Software Engineer Intern and your role is **Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining Internship will be **1 December, 2021**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

Your location of posting is Tirunelveli. You may be asked to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining.

Agreement

Our offer to you as Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including Internship period. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 7,500 per month (if you are asked to do internship at home, the stipend will be Rs. 5,000 only)** and Total Gross Salary for the training period of six months will be **INR 15,000 per month**. Total Gross Salary after training will be **INR 25,000 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the two months' notice period. Similarly, the Company can terminate your services by giving two months' notice or salary thereof.

Background checks

The Company may, at its discretion, conduct background checks prior to or after your scheduled date of joining. You expressly consent to the Company conducting such background checks.

The Company, at its discretion, may request further validation of the details provided by you. If the outcome of the background check is found to be unsatisfactory, we reserve the right, in our sole discretion, to withdraw this offer without notice nor compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Centizen Inc. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tirunelveli, India.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

We welcome you to the Centizen and wish you a rewarding career over the years to come.

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:

Sign your name

Print your name Location

ANNEXURE – I
(Compensation after One Year)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	21,500
FIXED DEARNESS ALLOWANCE (FDA)	2,500
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	1,000
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Variable)	0 to 50,000 Per annum
Yearly bonus will be provided based on the company performance (Variable)	0 to 50,000 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Intern
MONTHLY COMPONENTS	
STIPEND PER MONTH	7,500

(Compensation for the Training period of Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Trainee
MONTHLY COMPONENTS	
MONTHLY GROSS SALARY	15,000

15 Nov 2021

Dear **Arul Jothi M**

SUB: OFFER LETTER

We are pleased to offer you an internship as an **Automotive Data Intern** in **ClearQuote Technologies India Pvt Ltd.** a company incorporated in accordance with the Companies Act, 2013, ("**Company**").

Exact Role, Responsibilities and the objectives would be provided to you when you join the Company. You agree and acknowledge that the Company reserves the right to vary your roles and responsibilities, from time to time to meet its business objectives.

Your monthly stipend shall be **Rupees Seven Thousand Five Hundred Only (Rs 7,500/-)** which shall be payable pro-rata at the end of each month after deducting applicable tax and other statutory deductions at source.

In addition, you are eligible for a cash incentive of up to **Rupees One Thousand Only (Rs 1,000/-) per month** based on the Company and your individual performance.

Duration of internship: **17 Nov 2021 to 16 Feb 2022**

As and by way of acceptance of this offer of internship on the terms and conditions set out herein, please sign this offer letter in the space provided for below and email us back within 2 days from date of this letter.

Yours faithfully,

For **ClearQuote Technologies India Pvt Ltd**



Sharath Murthy
Director

Confidentiality

- I agree, that during the period of engagement, not to disclose any information relating to the operations, dealings, or affairs of the Company or clients of the Company to any third party. I also agree not to disclose any confidential information contractual or otherwise including all intellectual property rights that the Company may have to any third party.
- I hereby agree that the data obtained from the Company might be sensitive in nature (customer information, datasets etc) and I may be liable to legal action in case of inappropriate usage or sharing of such information outside of the Company without prior consent of the Company.
- I hereby agree that I shall return or delete all confidential information & data provided by the Company during the course of the employment when requested by the Company

Patents, Discoveries

During the term of engagement, as one of the conditions of my engagement and as a part of the consideration for payment of my consolidated salary and other benefits, I hereby agree that, if I discover or invent anything that may be used by the Company or any of its affiliates in any part of their activities (whether or not patentable), such discovery or invention shall be property of the Company, and at the request of the Company, I shall forthwith assign to the Company, full and exclusive rights to any discovery or invention or to any patent for the full term thereof (including renewals).

Termination

The Company and Intern are entitled to terminate the engagement by providing 30 days written notice. In the event of gross misconduct, or continued underperformance of the Intern (after a review has been formally communicated to the Intern), the Company reserves the right to terminate the engagement without notice or any pay in-lieu of notice.

Agreed & Accepted:

I have read the terms and conditions set out above and fully understand the same. In accepting internship with the Company, I undertake to conform to the terms and conditions set out above as well as other Company policies, procedures, instructions, etc, as may be communicated to me from time to time.

Arul Jothi M

PLACE:

DATE:

15 Nov 2021

Dear **Hemalatha M**

SUB: OFFER LETTER

We are pleased to offer you an internship as an **Automotive Data Intern** in **ClearQuote Technologies India Pvt Ltd.** a company incorporated in accordance with the Companies Act, 2013, ("**Company**").

Exact Role, Responsibilities and the objectives would be provided to you when you join the Company. You agree and acknowledge that the Company reserves the right to vary your roles and responsibilities, from time to time to meet its business objectives.

Your monthly stipend shall be **Rupees Seven Thousand Five Hundred Only (Rs 7,500/-)** which shall be payable pro-rata at the end of each month after deducting applicable tax and other statutory deductions at source.

In addition, you are eligible for a cash incentive of up to **Rupees One Thousand Only (Rs 1,000/-) per month** based on the Company and your individual performance.

Duration of internship: **15 Nov 2021 to 11 Feb 2022**

As and by way of acceptance of this offer of internship on the terms and conditions set out herein, please sign this offer letter in the space provided for below and email us back within 2 days from date of this letter.

Yours faithfully,

For **ClearQuote Technologies India Pvt Ltd**



Sharath Murthy
Director

Confidentiality

- I agree, that during the period of engagement, not to disclose any information relating to the operations, dealings, or affairs of the Company or clients of the Company to any third party. I also agree not to disclose any confidential information contractual or otherwise including all intellectual property rights that the Company may have to any third party.
- I hereby agree that the data obtained from the Company might be sensitive in nature (customer information, datasets etc) and I may be liable to legal action in case of inappropriate usage or sharing of such information outside of the Company without prior consent of the Company.
- I hereby agree that I shall return or delete all confidential information & data provided by the Company during the course of the employment when requested by the Company

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During the term of engagement, as one of the conditions of my engagement and as a part of the consideration for payment of my consolidated salary and other benefits, I hereby agree that, if I discover or invent anything that may be used by the Company or any of its affiliates in any part of their activities (whether or not patentable), such discovery or invention shall be property of the Company, and at the request of the Company, I shall forthwith assign to the Company, full and exclusive rights to any discovery or invention or to any patent for the full term thereof (including renewals).

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Agreed & Accepted:

I have read the terms and conditions set out above and fully understand the same. In accepting internship with the Company, I undertake to conform to the terms and conditions set out above as well as other Company policies, procedures, instructions, etc, as may be communicated to me from time to time.

Hemalatha M

PLACE:

DATE:

Registered Office

185, Third Main Road, Natesa Nagar
Virugambakkam Chennai 600 092 TN India
+91 44 4910 2200
CIN U72900TN2010PTC077255

July 3, 2021

Dear Deepak Kumar N J,

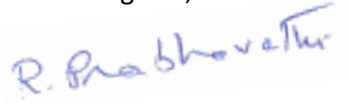
We are thrilled to welcome you as an Intern into our Vuram family!

We at Vuram are keen on providing an excellent environment for work, a great learning atmosphere, a friendly work culture and highest quality service to our customers. We hope that you will have a rewarding, successful and enjoyable time working with us.

Details of your internship offer are attached. A copy of the same is to be signed and brought by you at the start of your internship. This offer is subject to you providing all the required documents and agreeing to all the offer terms and conditions.

We look forward to you having a long and fruitful relationship with us.

Warm Regards,



Prabhavathi Macheri Shanker
Director, Vuram

Registered Office

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CIN U72900TN2010PTC077255

Offer Details

Appointment & Compensation

1. Your internship start date is the 12th of July 2021.
2. Your tentative end date is the 31st of May 2022(Subject to your final semester exams).
3. By accepting this internship offer, you are implicitly accepting our job offer as well. You will be liable to pay Vuram a sum of Rs. 50,000 in the event that you do not join us as a full-time employee (on the agreed date as per your job offer letter).
4. Your probation period in your job offer (usually 6 months), will be waived partially upon successful completion of your internship.
5. Vuram retains the right to revoke your job offer, in the event that your performance or other criteria aren't found to be satisfactory during the internship period.
6. During your internship, you will be receiving a stipend of Rs. 12,500/month, credited to your bank account on the last working day of the month
7. Your stipend will be pro-rated for any days that you are on leave.
8. You will be provided with complimentary breakfast, beverages, lunch and snacks, which you can choose to avail.
9. Any tax liability that you might have would entirely be your responsibility.
10. At the time of joining Vuram, please bring with you the following documents:
 - a. Copy of internship and Vuram offer Letter.
 - b. Copy of 10th mark sheet
 - c. Copy of 12th mark sheet
 - d. Copy of Diploma/Degree certificate or mark sheet of the most recently concluded semester
 - e. Copy of your passport
 - f. Copy of your PAN Card & Aadhar Card
 - g. Copy of Bank passbook copy (front page)
 - h. Medical Fitness certificate
11. Vuram retains the right to terminate your internship for any violation of the terms and conditions in this agreement, any misdemeanor or any act on your part that adversely affects Vuram's customers, its employees or its affiliates.
12. Your stipend information is confidential and should not be discussed, disclosed, shared with anyone other than the authorized finance representative of Vuram or the Managing Director. Breaching this clause of your agreement, will lead to immediate termination of internship.

Responsibilities

13. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results.

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14. You are not to engage in any activity that have or will have an adverse impact on the reputation/image and business of Vuram, whether directly or indirectly.
15. You will be required to undertake travel on Company work for which you will be reimbursed travel expenses as per the Company policy application to you.
16. You will always be required to abide by the company policies . These policies may be updated from time to time and you will be required to comply with these updates as well. Any such change in policy will be communicated to you.
17. You are expected to perform your duties in an ethical and integral way. Noncompliance with company policies and any unethical behavior could result in termination.
18. In connection with your internship and during the term of your internship you shall disclose and assign to Vuram as its exclusive property, all developments developed or conceived by you solely or jointly with others and shall with the Policies of the Company in relation to Intellectual Property.

Conflicts of Interest

19. You are required to engage yourself exclusively in the work assigned by Vuram and shall not take up any independent or individual assignments (part time, full time or in advisory capacity) directly or indirectly without the written consent of your manager.
20. You shall not be involved, directly or indirectly or have any interest in or perform any services for any person or organization that are involved in activities, which shall be in conflict with interests of Vuram
21. You shall not sub-contract your work out to any individual or organization or provide access to your system or disclose any information you are presented with at Vuram to any organization, group or individual who may or may not have a conflict of interest with Vuram
22. You are not to solicit, induce or encourage
 - a. Any employee of Vuram to terminate their internship with Vuram or to accept internship with any competitor, supplier or any customer with whom you have a connection
 - b. Any customer or vendor of Vuram to move his existing business with Vuram to a third party or to terminate his business relationship with Vuram
 - c. Any existing employee to become associated with, or perform services of any type for any third party.

Non-compete

23. You agree that upon my termination of your internship and notwithstanding the cause of termination, you shall not compete with the business of the Company, or its successors or assigns. The term "not compete" as used in this agreement means that you shall not directly or indirectly own, be employed by or work on behalf of any firm in any geography, engaged in a business substantially similar and competitive with Vuram. You also agree that you will not directly or indirectly contract or be employed by any of Vuram's partner organizations or

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customers. This non-compete agreement shall remain in full force and effect for 1 year commencing with the date of internship termination.

Confidentiality

24. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the confidentiality policy of the company. Therefore, please ensure that you maintain as secret and confidential all Confidential Information and shall not use or divulge or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Vuram and in the course of your internship. This covenant shall endure during your internship and for a period of one year from the cessation of your internship with Vuram (irrespective of the circumstances of, or the reasons for, the cessation)
25. You agree to respect all the non-disclosure agreements of Vuram with its sub-contractors, partners and customers.
26. By signing this document, you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Vuram.
27. You are not to disclose any information about any of Vuram's customers, its partners, prospects and projects to **anyone** outside of the organization
28. You are not to share documents, know-hows, presentations, or any materials hosted on any of Vuram's servers, on premise or on the cloud, that is prepared for Vuram or its partners or customers with anyone outside the organization
29. You are not to forward any email that you receive in your Vuram mailbox outside of Vuram, excluding to customers, partners and prospects
30. Vuram has most of its services hosted on the cloud making it globally accessible. At no point should you use any of these servers for personal reasons, including usage that directly or indirectly interferes with the law
31. You are not to hold demonstrations of any work or share any work by any means hosted on Vuram's or its partners or customer's servers to anyone outside the organization. This also includes any work that you have downloaded to your local machine.

General

32. Trust that you have not provided us with any false declarations of willfully suppressed any material information.
33. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing services required under this agreement.
34. It is a condition of your internship that you sign this agreement at the time of joining the company and you must comply with the undertaking thereafter.

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Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

Yours Sincerely
For Vuram Technology Solutions

R. Prabhavathi

Prabhavathi Macheri Shanker
DIRECTOR, VURAM

I, _____ agree to accept internship on the terms and conditions mentioned in the above letter.

Date: _____

Signature: _____



Atos Campus Recruitment || Launching Jumpstart Program 2022

1 message

campushelpdeskteam <campushelpdeskteam@atos.net>
To: sathishchockr@gmail.com <sathishchockr@gmail.com>

Fri, Apr 1, 2022 at 11:37 PM

Atos for internal use

April 01, 2022



Dear Sathish R,

Greetings from Atos.

We are delighted to let you know that the pre-onboarding online learning engagement – “**Jumpstart**” which is a critical part of your onboarding process is slated to go live on Monday i.e. 04 April 2022. This mandatory blended training program comprises 4 interesting components- Foundation, Technology, Digital, and Soft Skills. The technical training program will augment your knowledge of the industry-leading digital technologies while the soft skill training program will help you to hone your interpersonal and communication skills and this will, in turn, help us assign you to a project as soon as you join us.

The training module will be effective between April 04 – June 13 and the link to register is enclosed below. You will be asked to enter your registered personal email address with Atos and create a password. Once you log in, please read & accept the Information Security Policy. **You will receive a system-generated email on Monday i.e. 04 April 2022 along with login details for the same;** In case you do not receive the system-generated email, please try logging in on the Jumpstart link directly mentioned below.

Please register here <https://jumpstartatos.percipio.com>

Please refer to the attached Jumpstart Process Document for a seamless login to the Percipio portal.

Along with the online training program, there will also be virtual instructor-led training sessions conducted once a week via MS Teams. The calendar invite and the details of the session will be shared on weekly basis.

For any onboarding or training related queries, please reach out to us at campushelpdeskteam@atos.net

Disclaimer:

- *User ID, passwords, or other information used for authentication to the site/portal are confidential personal information and should not be shared with anyone. Any violation of access rights would be considered as an information security breach and accordingly dealt with*
- *Access to this information is tightly restricted based on the concept of need-to-know.*
- *Accessed Information shall not be copied or shared using email, cloud storage, blogs, or any other repositories.*
- *Weaknesses or exploits on the site/portal shall not be publicized or shared. Any weakness or exploits encountered on accessing/using the site shall be immediately highlighted to the Atos representative.*

Regards,
Campus Recruitment Team



Atos Campus Recruitment || Launching Jumpstart Program 2022

1 message

campushelpdeskteam <campushelpdeskteam@atos.net>
To: alagammaiangappan@gmail.com <alagammaiangappan@gmail.com>

Fri, 1 Apr, 2022 at 11:28 pm

Atos for internal use

April 01, 2022



Dear ALAGAMMAI A,

Greetings from Atos.

We are delighted to let you know that the pre-onboarding online learning engagement – “**Jumpstart**” which is a critical part of your onboarding process is slated to go live on Monday i.e. 04 April 2022. This mandatory blended training program comprises 4 interesting components- Foundation, Technology, Digital, and Soft Skills. The technical training program will augment your knowledge of the industry-leading digital technologies while the soft skill training program will help you to hone your interpersonal and communication skills and this will, in turn, help us assign you to a project as soon as you join us.

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Regards,
Campus Recruitment Team

Registered Office

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CIN U72900TN2010PTC077255

July 3, 2021

Dear Harshini A K,

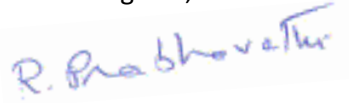
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Warm Regards,



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Director, Vuram

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5. Vuram retains the right to revoke your job offer, in the event that your performance or other criteria aren't found to be satisfactory during the internship period.
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9. Any tax liability that you might have would entirely be your responsibility.
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 - a. Copy of internship and Vuram offer Letter.
 - b. Copy of 10th mark sheet
 - c. Copy of 12th mark sheet
 - d. Copy of Diploma/Degree certificate or mark sheet of the most recently concluded semester
 - e. Copy of your passport
 - f. Copy of your PAN Card & Aadhar Card
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Conflicts of Interest

19. You are required to engage yourself exclusively in the work assigned by Vuram and shall not take up any independent or individual assignments (part time, full time or in advisory capacity) directly or indirectly without the written consent of your manager.
20. You shall not be involved, directly or indirectly or have any interest in or perform any services for any person or organization that are involved in activities, which shall be in conflict with interests of Vuram
21. You shall not sub-contract your work out to any individual or organization or provide access to your system or disclose any information you are presented with at Vuram to any organization, group or individual who may or may not have a conflict of interest with Vuram
22. You are not to solicit, induce or encourage
 - a. Any employee of Vuram to terminate their internship with Vuram or to accept internship with any competitor, supplier or any customer with whom you have a connection
 - b. Any customer or vendor of Vuram to move his existing business with Vuram to a third party or to terminate his business relationship with Vuram
 - c. Any existing employee to become associated with, or perform services of any type for any third party.

Non-compete

23. You agree that upon my termination of your internship and notwithstanding the cause of termination, you shall not compete with the business of the Company, or its successors or assigns. The term "not compete" as used in this agreement means that you shall not directly or indirectly own, be employed by or work on behalf of any firm in any geography, engaged in a business substantially similar and competitive with Vuram. You also agree that you will not directly or indirectly contract or be employed by any of Vuram's partner organizations or

Registered Office

185, Third Main Road, Natesa Nagar
Virugambakkam Chennai 600 092 TN India
+91 44 4910 2200
CIN U72900TN2010PTC077255

customers. This non-compete agreement shall remain in full force and effect for 1 year commencing with the date of internship termination.

Confidentiality

24. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the confidentiality policy of the company. Therefore, please ensure that you maintain as secret and confidential all Confidential Information and shall not use or divulge or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Vuram and in the course of your internship. This covenant shall endure during your internship and for a period of one year from the cessation of your internship with Vuram (irrespective of the circumstances of, or the reasons for, the cessation)
25. You agree to respect all the non-disclosure agreements of Vuram with its sub-contractors, partners and customers.
26. By signing this document, you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for Vuram.
27. You are not to disclose any information about any of Vuram's customers, its partners, prospects and projects to **anyone** outside of the organization
28. You are not to share documents, know-hows, presentations, or any materials hosted on any of Vuram's servers, on premise or on the cloud, that is prepared for Vuram or its partners or customers with anyone outside the organization
29. You are not to forward any email that you receive in your Vuram mailbox outside of Vuram, excluding to customers, partners and prospects
30. Vuram has most of its services hosted on the cloud making it globally accessible. At no point should you use any of these servers for personal reasons, including usage that directly or indirectly interferes with the law
31. You are not to hold demonstrations of any work or share any work by any means hosted on Vuram's or its partners or customer's servers to anyone outside the organization. This also includes any work that you have downloaded to your local machine.

General

32. Trust that you have not provided us with any false declarations of willfully suppressed any material information.
33. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing services required under this agreement.
34. It is a condition of your internship that you sign this agreement at the time of joining the company and you must comply with the undertaking thereafter.

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Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

Yours Sincerely
For Vuram Technology Solutions



Prabhavathi Macheri Shanker
DIRECTOR, VURAM

I, _____ agree to accept internship on the terms and conditions mentioned in the above letter.

Date: _____

Signature: _____



ARAVINDARAJAN VELLAISAMY <aravindarajanvellaisamy@gmail.com>

Fwd: Call letter (For incubation in campus)

3 messages

KARTHIK V <updatervk@gmail.com>

Fri, Apr 8, 2022 at 12:34 PM

To: "aravindarajanvellaisamy@gmail.com" <aravindarajanvellaisamy@gmail.com>

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

From: **Incubation** <incubation-hr@zohocorp.com>

Date: Sun, 27 Mar 2022, 14:00

Subject: Call letter (For incubation in campus)

To: parthibanvenkatesh <parthiban.venkatesh@outlook.com>, updatervk <updatervk@gmail.com>

Hi

Greetings from ZOHO Corporation.

Congratulations!

Your profile has been shortlisted for the Incubation process at Zoho. This process will commence from **29-03-2022**Please make yourself available at our premises by **9.15** am with a photocopy of this mail.
*******Venue:****ZOHO Corporation Pvt. Ltd,
Near SRM University, Potheri,
Kanchipuram District.****Location: MLCP Ground Floor**

Please note down few points:

1. Taking leave/permission during incubation will not be entertained.
2. You will be assessed from day one.
3. Our intention of conducting this process is to retain the candidate as an Intern/employee upon completing the process successfully and based on the candidate's performance during the period.
4. Candidates who are employed (Full time/part time/freelancing) are not eligible for the internship process.
5. **Candidates who have been employed previously should inform us about this. We will verify the previous employment documents as part of the incubation process.**
6. Please contact @jacline.s@zohocorp.com for your ID card. On your date of exit from incubation, please return the card to the Tower - ground floor security.

Please share the following as a response to this email

- Your bank account number along with the IFSC code
- An image of your bank pass book (For us to cross check the account number and IFSC Code) and PAN
- Your emergency contact number (Should be either your parents' or guardian's).

Your stipend will be processed before the 10th of the following month.

We have sent you the policy documents. Please sign them all via Zoho Sign. In case you need to take a day off due to some emergency, please keep your manager informed so that your stipend can be processed accordingly.

Note:

Zoho office is not a commuting distance from most parts of Chennai, so we do not recommend daily commuting. This is to give you an early heads up about our policy, if you get an opportunity to work with us, it's understood that you'll be moving close to ZOHO-ESTANCIA i.e within 5-10 km radius.

Regards
Guruprasath R
HR Operations

V.Aravinda Rajan <aravindarajanvellaisamy@gmail.com>
To: ramesh.isaiah@gmail.com

Sat, Apr 9, 2022 at 2:48 PM

[Quoted text hidden]

KARTHIK V <updatervk@gmail.com>
To: aravindarajanvellaisamy@gmail.com

Sat, May 7, 2022 at 11:13 PM

[Quoted text hidden]



Letter of Intent

March 17, 2022
Sibhimathy VS
KLN College of Engineering, Pottapalayam

Dear Sibhimathy VS,

We are pleased to inform you that you have been provisionally short-listed for employment as "**Software Engineer Trainee**".

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

A handwritten signature in black ink that reads 'Monica Mathur'.

Monica Mathur
Vice President, Recruitment-India & APAC



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



PRIVATE & CONFIDENTIAL

November 12, 2021

Mr. M K HARISH KUMAR
Madhurai, Tamil Nadu

OFFER LETTER

Dear Harish Kumar,

Futureense Technologies Private Limited ("Futureense" or "Company") is pleased to appoint you as a **Trainee Data Engineer**, subject to your acceptance of this offer of employment. Your job would be based out of Bangalore. However, you may be deputed to client locations in India as per project requirements.

1. Training Program

Futureense agrees to sponsor you for the Data Engineering Training Program for a specified period of 5 months (2 months online followed by 3 months of classroom training in Bangalore). Your online training is scheduled to start from **November 22, 2021**.

You agree to attend the training as mentioned below at times stipulated by Futureense – Training Schedule:

Session	Period	Timeline
Online	2 Months	3 days a week (3 hours per day)
Classroom (in Bangalore)	3 Months	6 days a week

You agree to devote your full time, attention and abilities to the tasks and assignments set out in the training program. You agree to comply with our procedures and standards, including health and safety, at all times during the training program. During the training program, in case you come across to any confidential information related to clients or projects, you agree not to use or disclose this information to any person either during the period of the training or at any time afterwards. During your training, it is expected that you will be 100% committed to the training program.

Your travel cost to Bangalore, and accommodation expenses (on a 2-sharing basis) will be borne by Futureense during the training program.

Subject to your successful completion of the training program, Futureense will deploy you on client projects. Your deployment start date is herein after referred to as "deployment date".

2. Compensation:

Effective from your deployment date, your annual CTC ("Cost To Company") for the first year consists of the components shown below:

Components	Annual Cost To Company (in INR)
Basic Salary	3,70,519
House Rent Allowance	1,85,259
Base Salary	5,55,778
Employer Contribution to Provident Fund	21,600
Employer Gratuity	17,822
Insurance Premium	4,800
Retention Bonus *	50,000
Data Engineering Training Program **	1,50,000
Continuing Education Program ***	1,50,000
Total Cost To Company	9,50,000
Reimbursements/Benefits	
Mediclaime Insurance (For immediate family only)	3,00,000
Accidental Insurance	20,00,000

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All components of **Base Salary** will be paid in monthly installments by the 5th of the subsequent month. All components of your compensation are subject to applicable withholdings and deductions.

** Retention Bonus will be payable on completion of 12 months with Futureense commencing after the deployment date.*

*** Data Engineering Training Program for 5 Months (2 months online + 3 months classroom) immediately on joining and prior to deployment. In case you do not complete the training program or terminate employment within 12 months of deployment date, you will be liable to reimburse this cost of training to Futureense.*

**** Continuing Education Program with Futureense during the 12 months following the deployment date includes:*

(i) PG Certification Program from one of the IITs

(ii) One to one mentoring by industry experts and thought leaders from 3AI

Subject to your performance, you may also be eligible for ESOPs in Futureense which will vest post completion of 12 months with Futureense after the deployment date.

3. Job Title, Office Timings & Leave Policy:

Your position and title information are merely descriptive and not intended to limit your duties or functions. Furthermore, your designation and role may be changed by Futureense upon giving prior notice to you.

During the Training Program, your Classroom Training hours are 9 AM to 5 PM (Monday to Saturday).

Post your deployment date; your working days will be Monday to Friday. On Saturdays, you will be expected to pursue the Continuing Education program. Further, Futureense reserves its right from time to time to assign your work in timings or days as required as per business needs.

Futureense will release a list of 12 national & festival holidays each year. You will be granted compensatory off for any work on holidays. Post your deployment date, you will be eligible for an annual leave of 18 days in any calendar year (January through December), which should be taken after consideration of business priorities and after approval from Futureense.

These may change based on your role and business requirement and will be communicated to you from time to time. You are required to complete 42.5 hours per week and you will be required to maintain the records of the same and update as required in the electronic time sheets software or any equivalent system provided by Futureense.

4. Contingencies & Termination:

The Company may terminate your employment for any reason by giving you Three (03) months prior written notice or Three (03) months base salary in lieu thereof. You may terminate your employment by giving the Company no less than Three (03) months prior written notice or Three (03) months base salary in lieu thereof.

The Company may terminate the service, with immediate effect in the event of any of the following:

- i. Fraudulent or dishonest actions; engaging in serious misconduct;
- ii. Negligence in performance; unsatisfactory performance;
- iii. Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to Company's Property, reputation, goodwill, business;
- iv. Failure to comply with the directions given to you by persons so authorized;
- v. Insolvency or conviction for any offence involving moral turpitude;
- vi. Contravening the provisions of the Non-Disclosure Agreement;
- vii. Irregularity in Your attendance, or your unauthorized or unapproved absence from work for more than 6 consecutive days. For the sake of clarity, unapproved absence due to medical reason will be accepted only upon furnishing registered doctor's certificate, medical bill or any other proof/document as may be requested by the Company;
- viii. Approved absence on medical grounds for continuous period of 30 consecutive days or more;
- ix. Conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients.

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Please note that the offer is contingent upon a number of additional steps in the employment process including, but not limited to, appropriate proof of successful completion of your present level of education, successful completion of your background and references checks, and successful completion of the Data Engineering Training Program.

4. Rules, Policies & Procedures:

Please note that as a condition of your employment you will be bound by the Code of Conduct and policies relating to your employment as may be issued, updated, varied and supplemented by the Company. Any violation of the Company policies may subject you to disciplinary action, upto and including dismissal. In accordance with the Company's Code of Conduct, you acknowledge that in course of your employment with the Company or after termination of your employment, you will not make any unauthorized use of documents or other information, which are confidential or proprietary information of Company or its clients or employees.

Futureense may, at its discretion, require you to perform additional or other duties, not within the scope of your normal duties and may at its discretion amend your Job Description at any time. During the period of your employment, you shall whenever required by the Company, undertake such traveling in India and elsewhere in connection with or in relation to the business of the Company. You may also be placed in the work premises of any client of the Company, as may be determined by the Company at its sole discretion.

5. Place of Work & Duties:

Your normal place of work is our office in Bangalore. Futureense may, however, require you to work at such other locations as per client requirement. You may also be required to travel to fulfill the duties of your employment.

You shall ensure that during the Term, you shall not behave in such a manner that would be construed as being in violation of the policies of the Company and/or of applicable law. In addition to the above, you shall at all times during the Term:

- i. keep the Company promptly and fully informed in writing (emails included) of your conduct of the business or affairs of the Company and also provide such further information, records and/or explanation as the Company may require within 15 days of receipt of such request from the Company;
- ii. confirm to the normal working hours as per the policies of the Company and applicable law;
- iii. not directly or indirectly request, agree to receive, or accept kickbacks, payoffs or other payments or transfers of anything of value in monetary terms;
- iv. not at any time make or cause or permit to be made any untrue or misleading statement in relation to any products or services provided by the Company or in relation to the Company.
- v. not to disparage the Company or any of its officers and employees, or act in any manner whatsoever which may damage the business of the Company or which would adversely affect the goodwill, reputation, and business relationships of the Company with the public generally, or with any of its patrons, clients, patients and customers, whether existing, prospective or otherwise;
- vi. make full and true disclosure in writing to the Company of any direct or indirect interest the you have or had in connection with any contractual arrangements, dealings, transactions or affairs of the Company;
- vii. not take employment with or obtain work in any capacity or designation from any other person, firm, company or any other entity, whether office-based or home-based, whether in India or elsewhere, whether for consideration or otherwise, in any business or profession related however remotely to the business of the Company or otherwise, in any form or manner whatsoever during the Term;
- viii. be in compliance with all applicable present and future data privacy and data protection laws, rules and regulations; and
- ix. be in compliance with the Company's IT policies, particularly be in compliance with matters involving Cyber Security Risks. Towards addressing Cyber Security Risks, the Company reserves the right to send deceptive 'simulated phishing' email to you from time to time to gauge staff security awareness and compliance. You are advised that by clicking on 'simulated phishing' email by you shall be looked at adversely by the Company and repeated clicking on such 'simulated phishing' emails will be considered as breach of the terms and conditions herein, and may result in termination of your engagement with the Company.

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During your employment with the Company you are required to adhere to the Company's policies and procedures. The Company reserves the right to amend these from time to time and when amendments are made you will be notified of any changes. It is your responsibility to ensure that you are familiar with and understand these policies and procedures. You will also be required as a condition of employment to accept and sign an agreement with various policies and procedures of the Company's clients as part of your employment where you are engaged by the Company to provide services to such clients.

6. Non- Compete and Non-Solicitation:

You acknowledge that, during your employment with Futureense, you are likely from time to time to obtain knowledge of trade secrets, Intellectual Property rights and other Confidential Information of the Company and its Affiliates and to have dealings with the customers, clients and suppliers of the Company.

You undertake that, you shall not, for the duration of the Term, and for a period of [12] months after such date, either personally or through an agent, company or through a partnership or as a shareholder, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or agent or in any other manner whatsoever, whether for profit or otherwise:

- i. be concerned in any business that directly or indirectly competes with the business of the Company;
- ii. accept employment or engagement as a consultant with any client of the Company without the permission of the Company in writing;
- iii. except on behalf of the Company, canvass or solicit business for services similar to those being provided by the Company, from any person who is a customer of the Company;
- iv. directly or indirectly, solicit, recruit, induce or attempt to persuade any customer, client, employees, suppliers, vendors, consultants of the Company and/ or its affiliates to cease to be a customer, client, employees, suppliers, vendor, consultant of the Company and/ or its affiliates for the Employee's own benefit or for the benefit of any other person or entity; and
- v. directly or indirectly, solicit, recruit, induce or attempt to persuade any director, senior management personnel or employee of the Company and/ or its affiliates to leave the employment of the Company and/ or its affiliates.

You recognize that the foregoing covenants and the time and other limitations with respect thereto, are reasonable as to the duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business activities of each of the employee and the Company.

7. Remuneration & Performance Review:

Post your deployment date, your performance and salary will be reviewed on Half -Yearly basis. The purpose of salary review is to ensure that employees remain competitively compensated but this may not necessarily lead to an automatic entitlement of a salary increase. Salary increase will depend on your appraisal performance. After every 6 months, you will participate in an appraisal of your performance to provide you feedback on your performance and provide a means of reviewing your performance.

You shall be responsible for your own personal tax matters. Increments will also depend on the Company performance in addition to that of the individual.

Your salary is strictly confidential, and you are expected to maintain its confidentiality. Any breach of this confidence will be viewed with utmost seriousness.

8. Confidentiality:

During the course of employment with the Company all information, whether verbal, in writing or stored by electronic or mechanical means, including all notes, analyses and studies prepared by you, whether relating to the Company, its Customers or any company within the group of companies is strictly confidential.

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During or after your employment with Futureense, you are expected to professionally protect all confidential matters of Futureense and shall not reveal any of the affairs or secrets of the Company to any other person(s) or use or attempt to use any information which you may acquire in the course of your employment in any manner which may injure or cause loss to the Company.

Futureense foresees that, during the course of your employment, you may create, originate, conceive, discover, design, develop and/or make works in or relating to which there may be Intellectual Property Rights. All Intellectual Property Rights in or relating to all or any works made during the course of your employment shall solely belong to and is the absolute property of the Employer – Futureense.

“Intellectual Property” means:

- i. Patents, patent applications, patent disclosures and invention (whether patentable or not);
- ii. Trademarks, service marks, trade dress, trade names, logos, corporate names, Internet domain names, and registrations and applications for the registration thereof together with all of the goodwill associated therewith;
- iii. Copyrights and copyrightable works (including, without limitation, computer programs and mask works) and registrations and application for the registration thereof;
- iv. Trade secrets, know-how and other confidential information;
- v. waivable or assignable rights of publicity and waivable and assignable moral rights;
- vi. Unregistered and registered design rights and any application for the registration thereof;
- vii. Data, database rights and all other forms of intellectual property and all rights or forms of protection of a similar nature in any jurisdiction.

Further, your responsibilities relating to any Confidential Information include, but are not limited to:

- i. You shall not try to gain access to any Confidential Information, except as entrusted in furtherance of your duties. You also understand that, for any reason, if you gain access to such Confidential Information, you shall immediately inform the Company of the same and the reasons for gaining such access/intrusion. You undertake, under such circumstances, to maintain utmost confidentiality of such Confidential Information.
- ii. You shall keep all Confidential Information, confidential and shall not disclose the same to any third party or use the same for your own benefit or for the benefit (financial or otherwise) of any third party, except as expressly permitted herein or except with the prior written consent of the Company.
- iii. You shall protect the Confidential Information received with all reasonable care so as to ensure that the same does not fall into the hands of third parties or is not put to unauthorized use.
- iv. You agree that you shall never directly or indirectly copy, duplicate, disseminate, publish, transfer, disclose, or divulge any of the Confidential Information to any firm, individual, entity, institution or other third party, unless otherwise so specifically authorized in writing, in advance, by the Company or to the extent required to perform your duties in terms herein.
- v. Your confidentiality obligations shall not prevent you from disclosing the same if required by applicable law or under the orders of any court of competent jurisdiction or other competent legal authority, provided that you give the Company notice of such intended disclosure and an opportunity to oppose the same.
- vi. You confirm that all Confidential Information shall remain the sole and absolute property of the Company, in and to any of the Confidential Information, or part thereof, created in whole or part by you.
- vii. In order to secure or preserve Confidential Information, the Company shall have the right at all times to deactivate, disable, remove or prevent access to any Company property, including computers, servers, computer networks, email accounts, databases, storage, and vehicles.

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9. Contract Formation and Execution:

This offer, as to its subject matter, contains a complete statement of all agreements between you and the Company, constitutes the entire understanding between you and the Company, and supersedes all prior or contemporaneous verbal or written agreements.

You hereby agree to fully indemnify, and hold harmless, and keep indemnified the Company including its affiliates, employees, directors, officers, consultants, agents, advisors, representatives and assigns, from and against, all losses, claims, actions, proceedings, suits, penalties, expenses, damages, fees (including reasonable attorneys' fees), arising directly or indirectly, as a result of, from or pursuant to any breach or alleged breach of any of the terms and conditions herein.

Your employment is governed by the laws of India. All disputes subject to Bangalore jurisdiction.

We are looking forward to your joining the Company. We ask that you confirm your acceptance by signing and dating this offer letter in the place designated below and returning this letter to the Company, retaining the additional copy for your reference. In the event that we do not receive your acceptance within **3 business days** of the date of this letter, we will assume that you have declined this position and this offer will lapse. Your signature below confirms that you are not subject to any contractual or other restriction or obligation that is inconsistent with your accepting this offer of employment and performing your duties other than what you have already disclosed.

Sincerely Yours,

For and on behalf of **Futureense Technologies Private Limited**

Samrat Bose

Manager – Human Resources

I hereby accept employment on the terms and conditions stated above.

Signature

Name: _____

Date (DD/MM/YY): ____/____/____

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January 08, 2022

Mr. Manikandan N K
KLN College Of Engineering

Dear Manikandan,

SUB: Our offer for the position of Trainee

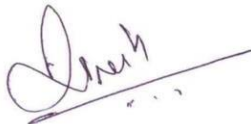
We are happy to let you know that we are impressed with your credentials and welcome you to the Aspire family. We are certain that you would play a vital role in our growth and success and you will be a valuable addition to our talented team of ASPIRIANS.

You will be inducted as a “**Trainee**”. Your initial training will be done virtually as the Covid situation continues and your initial training with the Talent Nurturing team and the department specific training will be for a maximum duration of three months. Post training you will be deputed to any one of our Practices and once the situation becomes normal, you will be deputed to work from any of our offices in India. The salary during training will be **Rs.15,000 per month** which will be prorated based on your training duration. At the end of training period, a formal evaluation of your performance will be made.

On successful completion of the training, your total Cost-to-Company (CTC) will be revised to **Rs.3.60 Lakhs Per Annum**. All remuneration payable to you will be subject to income tax deduction at source and to any other statutory deductions that may be applicable.

Your commencement of employment with us is contingent upon your acceptance of this offer and our terms of employment (Annexure 1). We once again welcome you to share a challenging and mutually rewarding experience at Aspire. Please return the duplicate of this letter duly signed by you.

For Aspire Systems (India) Private Limited



Dinesh Kumar T.K.
Vice President
dinesh.kumaran@aspiresys.com

I hereby accept the offer.

Signature :
Name : Manikandan N K
Date :

Annexure 1: Terms and Conditions of Employment

1. Any information provided by you prior to your employment with us will be subject to background verification. At any point of time, during your services at Aspire Systems, should we find this information inconsistent, your employment with us will be revoked without any prior notice.
2. During your employment, you may become aware of information relating to the business of the Company, trade secrets, client names/details and pricing structures. Confidential information remains the sole property of Aspire Systems. You shall not, either during or after your employment, without the prior consent of Aspire Systems, directly or indirectly divulge to any person or use the confidential information for your own or another's benefit. We expect you would not under any circumstance try to start or help any other person start the activities carried on by this company.
3. During your services with us, we would expect you not to indulge in any activity or profession, which would prove detrimental to our operations. All software products, systems developed by you during your period of service with the company will be the sole property of the company.
4. Aspire will expend substantial time, effort and cost to recruit and train you. Any sudden departure by you definitely has an impact by causing damage and expense to Aspire. Hence, you agree that you have the full intention to serve as an Employee of Aspire for at least THREE years without causing disruption to the services of the company. In case you decide to leave Aspire within the first three years, you will have to pay an amount as outlined in your Employment Agreement and serve appropriate notice period as defined by the company.
5. You may from time to time be deputed to work at any of our offices globally or at our client's location within India or abroad. During the deputation, you will also be required to comply with the local laws, ordinances, regulations and codes that govern such countries. In case of failure to do so, you will indemnify the company against any loss or damage that may be sustained due to such failure on your part.
6. During the probation and training period, if your performance or conduct is not satisfactory, the company has the right to terminate your services without notice. If you take additional time to complete your training, then there will be no salary paid to you during the additional period.
7. Upon confirmation of your employment, the employment contract may be terminated by giving appropriate notice. You are required to continue your services until the end of the notice period. Further, any salaries or any other remuneration due to you will be forfeited should you fail to serve the appropriate notice periods as mentioned above.
8. The annual CTC is inclusive of the following components: Basic, FBP components you have opted, Statutory components: PF, ESI, Gratuity, Statutory bonus, what is applicable, Special allowance excluding the above, deductions like Mediclaim, TDS, Lunch, transport and professional tax, whatever is applicable. The break-up of components will be available in the monthly pay slip and reimbursement slips that will be sent to you.

9. At Aspire we provide you with wide opportunities to enhance the gamut of your work area and we may in accordance with the same be transferring your services to other departments and you may be assigned any work to test your aptitude during the course of your services.
10. **Salary and Designation Changes:** Your probation is for a period of six months and on successful completion of your probation, you will be confirmed and promoted to “**Engineer**” and you can refer to the below mentioned table for the salary changes. These salary changes are subject to your performance. For Eg: If your date of joining is August 11, 2021, then it works like this:

Duration	Salary (Per Month INR)	Comments
Training Salary	15,000	Training period (3 Months Max)
Post Training	30,000	Salary gets revised to 30,000
Post Probation	-	Confirmation, Promotion to Engineer
Post Training + 12 months	35,000	Salary gets revised to 35,000
Post Training + 18 Months	40,000	Salary gets revised to 40,000
Post Training + 24 Months	45,000	Salary gets revised to 45,000
Post Training + 30 Months	45,000 + Hike	Alignment with Org Cycle

11. Performance Appraisals are a part of the work policies at Aspire and your performance will solely spell out any revision in your compensation package.
12. You are governed by the company’s policies in vogue from time to time. Your work timings may also be changed depending on the organizational need and your responsibilities.
13. The rules and regulations of service of the company that are in force may be framed, amended, altered or extended from time to time. They will govern you in the same form as and when altered or amended.
14. Aspire Systems is an equal opportunity employer. We demonstrate respect and provide equal employment opportunities for all employees and applicants for positions regardless of race, color, national origin, political belief, religion, marital or family status, physical or mental disability, gender, sexual orientation, age, or irrelevant (not related to the work to be performed) record of offense. All our decisions will be based on job performance, merit, experience, and qualifications.

I hereby accept the offer terms and conditions.

Signature :
Name : Manikandan N K
Date :

Registered Office

185, Third Main Road, Natesa Nagar
Virugambakkam Chennai 600 092 TN India
+91 44 4910 2200
CIN U72900TN2010PTC077255

July 3, 2021

Dear Monica K B,

Welcome to the Vuram family!

We have the pleasure of offering you a job at Vuram as a “**Associate Technical Consultant**”. We at Vuram are keen on providing an excellent environment for work, a great learning environment, a friendly workplace, an organization driven by its values and principles. We work together to deliver the highest quality service to our customers. We hope that you will have a rewarding, successful and enjoyable time working with us.

Please find enclosed your detailed appointment letter. A copy of the same is to be signed and submitted by you on your date of joining. This offer is subject to providing all the required documents and agreeing to all the offer terms and conditions.

We look forward to you having a long and fruitful relationship with us.

Warm Regards,



Prabhavathi Macheri Shanker
Director, Vuram

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Offer Details

Appointment & Compensation

1. Your employment start date will be informed.
2. You will be on training and probation for the first six full calendar months of your employment.
3. During this period, you will earn a total of Rs. 21,900/month. This amount will be credited to your bank account on the last working day of the month.
4. Your salary breakdown during your probation period will be as follows:

Category	Monthly Pay(INR)
Basic	11,700.00
House Rent Allowance	5,850.00
Commutation Allowance	1,600.00
Medical Allowance	1,250.00
Internet Allowance	1,000.00
Fitness Allowance	500.00
Gross Salary #	21,900.00
Employer PF Contribution	1,800.00
Total	23,700.00

Employee PF of Rs. 1800 and Professional Tax (based on Government estimates) will be deducted from your salary. Employer PF of Rs.1800 will be credited to your PF and related accounts

5. Your compensation will be pro-rated for any partial months worked
6. During your probation period, you will be eligible for insurance and PF benefits as per company policy.
7. If you decide to leave Vuram during probation, you will have to serve a minimum notice period of 3 - months. Vuram retains the right to request work beyond the 3-month notice period as may be the case.
8. Your employment will be confirmed upon successfully completing your probation period. Vuram retains the right to void this employment offer in the event of unsatisfactory performance during the probation period without any notice.

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9. Upon confirmation, your salary will be as per the table below.

Category	Monthly (INR)	Annually (INR)
Basic	17,600.00	2,11,200.00
House Rent Allowance	8,800.00	1,05,600.00
Commutation Allowance	1,600.00	19,200.00
Medical Allowance	1,250.00	15,000.00
Internet Allowance	1,000.00	12,000.00
Fitness Allowance	500.00	6,000.00
Other Allowance	250.00	3,000.00
Gross Pay	31,000.00	3,72,000.00
Employer Provident Fund	1,800.00	21,600.00
Bonus Potential		37,200.00
Gratuity		10,154.00
Insurance Cover		9,930.00
Total		4,50,884.00

a. Employer Provident Fund

Employer PF contributions will be automatically credited to your PF and other related accounts, details of which will be shared with you within 2 months of your employment commencement.

b. Bonus

Bonus Potential will be paid in the month of December every year. Actual Bonus Potential payout will be determined based on Individual Performance and prorated to the number of full months worked in the current calendar year. Probation period will be excluded in computing number full months worked.

Bonus is paid based on your joining date.

You are eligible for a bonus during the current calendar year only if your joining date is on or before 21st October. If you join Vuram after this date, you will be eligible for a bonus starting from the subsequent year.

c. Gratuity

Gratuity will be credited to a company escrow account. Gratuity payments are realized only upon employment termination post serving a minimum term of 5 continuous years.

d. Insurance

Insurance is calculated as the premium for self and 2 dependents (parents, spouse, kids) for a cover of Rs. 2,00,000 per insured. The Insurance cover provided by Vuram can be used for up to 5 dependents. The amount quoted in the salary breakdown is an indicative premium Vuram pays for self and 2 dependents in the age group of 40-50. The actual premium paid by Vuram could vary based on additional parameters.

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You will be eligible for the group health insurance policy after completion of 3 months from your date of employment.

10. Your total annual Cost to Company (CTC) is Rs. Four Lakhs Fifty Thousand Eight Hundred and Eighty-Four Indian Rupees (Rs. 4,50,884.00)
11. During your employment with Vuram, you will also receive the following perquisites per annum.

Perquisites	Amount (INR)
Food & Beverages	19,800.00
Annual Perquisites Total	19,800.00

You will be eligible to opt for free breakfast and subsidized lunch (charged at Rs.40/day) at the office. The perk shown above is calculated assuming 220 workdays in a calendar year. This perk cannot be exchanged or traded for cash benefits.

12. Professional Tax, Income Tax and Employee PF contribution as applicable for your earnings will be deducted from your monthly salary. Your salary will be subject to all taxes as per the tax laws of India and other statutory fees.
- 13. Salary Revision**
The salary revision happens yearly during the month of January. The first revision cycle varies based on the joining date.
If you join Vuram on or before 31st July 2021, you will be eligible for a salary revision in the month of January 2022. In case your date of joining falls on or after 1st August 2021, your salary revision will happen only in the month of January 2023.
14. Changes in your compensation are discretionary and will be subject to and based on effective performance and results during the period and other relevant criteria.
15. Your training location and job location will be at any of the Vuram-India offices. You might be required to work from the various offices from time to time.
16. There might be an occasional need to work during business days and hours of the customer.
17. This offer is provisional to the verification of details furnished by you during the discussions and interviews held so far. If any of these details are found to be incorrect or falsified at any point of time during your employment, this offer letter, and/or subsequent employment status stands cancelled with immediate effect.
18. This offer is valid till **10th of July 2021**, If you do not confirm the acceptance within this period, Vuram has right to withdraw the offer.
19. You will be entitled to leave, holidays and working hours as applicable to your category of employees, the project you are working on and the location of your posting.
20. Irrespective of your work location you can avail a total of 15 days off in a calendar year. For partial years worked, your vacation days will be proportionately adjusted.
21. At the time of joining Vuram, please bring with you the following documents:
- Copy of signed Vuram offer letter
 - Copy of 10th & 12th mark sheets

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- c. Copy of Degree certificates
 - d. Copy of your passport.
 - e. Copy of your PAN Card.
 - f. Copy of your Aadhar Card
 - g. Copy of Bank passbook first page or cancelled cheque leaf.
 - h. Copy of previous companies offer letter, relieving letter and last 3months payslips.
 - i. Medical fitness certificate
 - j. Passport Size Photograph
22. Your offer is contingent on you producing all the above documents. Vuram reserves the right to revoke this offer if you do not meet this academic requirement or if any of the information you have furnished leading to your selection is found to be misrepresented.

Other Benefits

23. Vuram aims to provide an excellent workplace for its workforce that is comfortable, enriching, and fun. There are several events organized by Vuram throughout the year that you can opt-in.
24. You will be entitled to the complimentary snack and beverage facilities in the premises.
25. You will be entitled to avail free transportation provided by Vuram for a pick-up and drop-off at a predetermined spot (Available only at Trichy office).
26. You will be entitled to avail a one-time reimbursement of up to Rs. 1250/- towards purchase of a data card of your choice within three months from the date of joining.
27. Under Vuram Works initiative, You will be entitled to avail a one time reimbursement of Rs. 10000/- towards work-from-home set up support which will be paid as an expense reimbursement after 2 months of expenses submission.

Responsibilities

28. In view of your position and office, you must effectively, diligently and to the best of your ability perform all responsibilities and ensure results.
29. You are not to engage in any activity that has or will have an adverse impact on the reputation/image and business of Vuram, whether directly or indirectly.
30. You will be required to undertake travel on Vuram's work for which you will be reimbursed travel expenses as per the policy applicable to you.
31. You will always be required to abide by Vuram's policies. These policies may be updated from time to time and you will be required to comply with these updates as well. Any such change in policy will be communicated to you.
32. You are expected to perform your duties in an ethical and integral way. Non-compliance with Vuram's policies and any unethical behavior could result in termination.
33. In connection with and during the course of your employment, you shall disclose all the development developed or conceived by you solely or jointly with others and assign to Vuram as its exclusive property, which becomes an intellectual property of Vuram.

Conflicts of Interest

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34. You are required to engage yourself exclusively in the work assigned by Vuram and shall not take up any independent or individual assignments (part time, full time or in advisory capacity) directly or indirectly without the written consent of your manager.
35. You shall not be involved, directly or indirectly or have any interest in or perform any services for any person or organization that are involved in activities, which shall be in conflict with interests of Vuram
36. You shall not subcontract your work out to any individual or organization or provide access to your system or disclose any information you are presented with at Vuram to any organization, group or individual who may or may not have a conflict of interest with Vuram
37. You are not to solicit, induce or encourage
 - a. Any employee of Vuram to terminate their employment with Vuram or to accept employment with any competitor, supplier or any customer with whom you have a connection
 - b. Any customer or vendor of Vuram to move his existing business with Vuram to a third party or to terminate his business relationship with Vuram
 - c. Any existing employee to become associated with or perform services of any type for any third party.
38. In the event of your separation from Vuram , either initiated by you or by Vuram, You shall not recruit/ refer for employment any employee working in Vuram for a period of 12 months commencing from the last day of your employment with us. Any violations of this covenant will lead to legal consequences as provided in this agreement.

Non-compete

39. You shall not directly or indirectly carry on, assist, engage in, be concerned or participate in any business/activity (whether directly or indirectly, as a partner, shareholder, principal, agent, director, affiliate, employee, consultant or in any other capacity or manner whatsoever) which is similar to the business of Vuram nor engage in any activity that conflicts with your obligations to Vuram;
40. **Solicit Business:** You shall not solicit, endeavour to solicit, influence or attempt to influence any client, customer or other Person directly or indirectly to purchase Vuram's product and/or services to himself or any Person in competition with the business of Vuram;
41. **Solicit Personnel:** You shall not solicit or attempt to influence any person employed or engaged by Vuram (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with Vuram or to become the Founder of or directly or indirectly offer services in any form or manner, during or after your Term of this contract, any Person who is a competitor of Vuram;
42. Vuram acknowledges and agrees that the above restrictions are considered reasonable for the legitimate protection of Vuram's business and its goodwill but in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this Article valid and enforceable. Notwithstanding the limitation of this provision by any law for the time being

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in force, the parties undertake to, at all times, observe and be bound by the spirit of this Article. Provided however, that on the revocation, removal or diminution of the law or provisions, as the case may be, by virtue of which the restrictions contained in this Article were limited as provided hereinabove, the original restrictions would stand renewed and be effective to their original extent, as if they had not been limited by the law or provisions revoked.

43. You acknowledge and agree that the covenants and obligations with respect to non-compete and non-solicitation as set forth above relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause irreparable injury to Vuram. Therefore, you agree that Vuram shall be entitled to an interim injunction, restraining order or such other equitable relief as a court of competent jurisdiction may deem necessary or appropriate to restrain you from committing any violation of the covenants and obligations contained in this Article. These injunctive remedies are cumulative and are in addition to any other rights and remedies that Vuram may have at law or in equity.
44. You shall not take up as a consultant or enter into any arrangement with any other company/ Person/ firm or association engaged in any of Vuram's competing Service for a period of five years from the date of leaving Vuram for any reasons. The expression "Competing Service" is understood as "any involvement with the type of products, processes or services which you have during the term of this contract with Vuram (a) worked on; or (b) acquired or had access to (c) been trained to do.

Confidentiality

45. **Your Salary information is confidential and should not be discussed, disclosed, shared with anyone other than the authorized finance representative of Vuram or with the Chief Executive Officer. Breaching this clause of your agreement, will lead to immediate termination of your employment.**
46. You will be privy to information pertaining to Vuram and Vuram's Client's business from time to time as an employee. You will maintain as confidential, all such information that you gain while in employment. To communicate this understanding in more formal and legal terms, you will be required to sign the Vuram's Non - Disclosure Agreement on your joining date.

Intellectual Property

47. If you create any work in which any copyright, design right or similar rights may exist during your employment (including any work created during any time spent by you on Vuram's business outside your normal working hours and which relates to that business), those rights shall belong to Vuram. You shall not be permitted to share such intellectual property in physical or digital format outside Vuram.
48. If you make any invention, whether patentable or not, which relates to or is capable of being used in any business activity of Vuram in which you have been actively involved at any time during the period of two years before making such invention, you must disclose it to Vuram immediately, and the ownership of the invention shall be determined in accordance with Section 39.9 of the Patents Act 1977.

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Social Media Postings

49. Due to the sensitive and exclusive nature of most events, as well as corporate confidentiality and securities regulations, it is the policy of Vuram to prohibit anyone from taking pictures, posting or making public comment on or about any of company's executive committee members, employees, attendees, partners, speakers, etc. - as well as its brand assets, product knowledge, proprietary content and other such protected confidential information. Posting of all visual content (images or video) displaying or depicting corporate branding (logos, etc) are prohibited. These elements and others are the copy-protected property of Vuram clients acquired spending a great deal of resources promoting and marketing. There are strict guidelines governing the proper use of their branding elements and publishing of such photos will violate the undertaking given to the customers, which will result in claim for damages. You should ensure that none of the Logos are present in any of your personal social media postings. Violation of this clause will have serious legal consequences including termination of employment, criminal action and claim for financial damages.

Termination & Notice Period

50. Vuram retains the right to terminate your employment agreement for any violation of the terms and conditions in this agreement, any misdemeanor or any act on your part that adversely affects Vuram's customers, its employees or its affiliates.
51. If you decide to leave Vuram at any point of time, you are required to serve a minimum notice period of three (3) full months. Vuram retains the right to request work beyond the 3-months' notice period as may be the case.
52. Your performance during the notice period is expected to be at the satisfactory level. If performance is found wanting and the same will be communicated to you. In that event Vuram retains the right to terminate your employment earlier due to unsatisfactory performance during your notice period. In this case you will be required to pay the full three months' salary. Upon payment you will be provided the relieving and experience documents.
53. In the event of not completing your entire notice as mentioned in your offer, you will be required to pay for the entire notice period. You would be provided the relieving and experience documents only upon completion of your entire notice period or upon paying for the notice period.
54. You will not be eligible for any revision, bonus, Corporate Group Health Insurance or any other benefits of the company once the resignation is accepted. During notice period, you will not be eligible for any leave accrual.
55. Vuram may decide to terminate your employment based on valid medical advice that you have become physically/mentally incapacitated to such an extent that you are unable to deliver the responsibilities entrusted to you.
56. Vuram retains the right to terminate your employment agreement If you do not report to work for more than 5 days, and if your leave of absence is not formally communicated. No experience or relieving letter will be provided in this case.

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57. Participation in any company event or any training program sponsored by the company will be completely under company's discretion.
58. On termination of your employment with the company irrespective of the circumstances, you are bound to return to the company: any material items belonging to the Company per inventory, and all non-material items in your possession including but not limited to Intellectual property (documentation, software, email correspondence) and any other information required for the continued execution of the duties of your role (login credentials, business contact information), physical company documents that you may have in your possession and any other company assets within your control
59. You are also bound to repay any and all outstanding debts or loans due to the company and the company is hereby authorized to deduct from any payments due to the employee the amount due to the company.

General

60. Vuram trusts that you have not provided us with any false declarations of willfully suppressed material information.
61. You warrant that you are not prevented by a court or by any other administrative or judicial order from providing services required under this agreement.
62. It is a condition of your employment that you sign this agreement at the time of joining Vuram and you must comply with the undertaking thereafter.
63. You will be required to learn the processes being followed at Vuram from time to time and comply with the quality standards that are being enforced as part of these processes. Your adherence to these quality standards and your general attitude towards quality will be an important parameter used in evaluating your performance.
64. Your appointment and continuation in service is further subject to your fitness in health. In the event of your continuous illness for a period of 2 months or more, your services are liable to be terminated by giving one month's notice or one month's basic salary in lieu thereof. You are advised to maintain yourself in a state of medical/physical/mental fitness. This is in your own as well as Vuram's interests.
65. In case you are absent yourself from duty for 7 consecutive days or more or extend leaves at your own and without consent of management beyond originally granted leaves, you shall be deemed to have left and relinquished your service. Such automatic relinquishment of the contract of employment shall be deemed as repudiation of the contract of employment by you and not as a termination of the service by Vuram and compensation, if any, will not be paid. You will also be liable to pay the notice period dues to Vuram. You will also ensure safe return of all the properties including confidential information under your possession failing which Vuram will initiate appropriate action for recovery.
66. Any breach of conditions specified in this offer document shall have serious legal consequences including but not limited to termination of your employment, criminal action and claim for damages.
67. Any dispute, difference, controversy or claim ("Dispute") arising between the Parties out of or in relation to or in connection with this terms of Employment, of the breach, termination, effect, validity, interpretation or non-maintaining the secret policy of Agreement or as to

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their rights, duties or liabilities there under, or as to any act, matter or thing arising out of, consequent to or in connection with this Agreement, shall be settled by the Parties by mutual negotiations and agreement. If, for any reason, the Parties cannot resolve such Dispute amicably, the same shall then be referred to and settled by way of arbitration proceedings by appointment of a sole Arbitrator by Vuram. The decision of the Arbitrator shall be final and binding upon the Parties. The venue of arbitration proceedings will be at Chennai. The language of the arbitration and the award shall be English.

Please confirm that the above terms are acceptable to you and that you accept the appointment by signing a copy of this letter of appointment.

Yours Sincerely
For Vuram Technology Solutions Pvt Ltd



Prabhavathi Macheri Shanker
Director, Vuram

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

Date: _____ Signature: _____



March 11, 2022

Dear **NIVETHA T S,**

Congratulations! We are pleased to offer you the position of **Intern** at **Wipro**.

Please click on the below link to review and accept your **internship** letter at the earliest using a **desktop/laptop**.

Note : You will not be able to save Internship letter copy if you open the below link through a Mobile Phone.

We request you to accept the iCIMS **internship** Letter by 13th march 2022, failing which we will be forced to infer that you are no longer interested to be a part of **Wipro** fresher hiring process.

Steps to follow to accept and save the internship Letter

To save your copy of **Internship** Letter, please open this email on desktop/ laptop, login to below mentioned acceptance link, **click on Accept -> click on signature check box -> Click on "Submit and Print" -> Click on "web browser" -> ctrl+P -> save as pdf -> save -> select destination on your system to download.**

Date: 11th March 2022

Dear Ramya M,

Sub: **Traineeship Letter**

We, **iPRIMED Education Solution Pvt Ltd**, hereby referred to as the 'Company', are pleased to offer you training opportunity with **HARMAN Connected Services**, hereby referred to as the 'Client'

Your date of joining will be **Monday, 14th March 2022**. The training period will be for a duration of 2 months. In case the start date changes due to business dependencies, the same will be intimated well in advance to you. On successful completion of training and certification and subject to you being found fit for employment at Client location after due assessments, Client will issue an offer of employment, subject to background screening process. Intended Role and Compensation in employment offer, subject to completion of training and certification: (a) Role **Associate Engineer** ; (b) CTC **INR 5.5LPA**, subject to statutory deductions.

During the Training Period, you will be paid stipend of **INR 10,000/-** per month (Inclusive of any applicable taxes) by Company paid upon training completion and final onboarding with the Client. You will be eligible for Company holidays and Company will have the right to decide on granting you leave as per business consideration. You will not be eligible for any other employee benefits which regular employees of the Company may be entitled to.

Your training will be conducted virtually for a duration of 8 weeks (full days).

You understand and acknowledge that this letter is not an offer of employment and you are not entitled to claim employment with Client and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. Client shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

The Training Period may be reduced or extended or otherwise modified at the sole discretion of the Company, without assigning any reason whatsoever. The Company also reserves the right to discontinue the training for any reason whatsoever with a notice of 7 days.

During the Training Period, you may have access to confidential and proprietary information of the Company or its Clients/Customers. You understand and acknowledge that it is essential to the conduct of the Company's business and to the protection of its Clients' interests that all information and knowledge acquired by you during your internship be kept confidential. You hereby agree and undertake not to misuse or wrongfully disclose or disseminate this information to any person either during or after the Training Period.

In accepting this offer, you are confirming that you will not use any confidential or proprietary information you learnt in a previous job and that you will not bring it into the Company. You are also confirming that you have not signed any agreement with a previous employer, such as a non-compete, that would prevent you from working for the Company.

Your action required:

Please indicate your acceptance by signing below and sending us the signed copy of your acceptance.

If you decide to accept the terms of this letter, we need to receive the signed copy from you no later than two (2) days from the date of issue, failing which your letter will be considered invalid.

Ramya, we are confident that you will be successful at completing the training at the Company and look forward to seeing the impact that we know you are going to make! We hope that you are as excited, as we are, to join our training program. If you have any questions, please contact **Prateek Tikoo** at prateek.tikoo@iprimed.com

Sincerely,
For iPRIMED Education Solution Pvt Ltd

Nikhil Kumar



Nikhil Kumar
Head – IT

Acceptance:

I have read the terms and conditions mentioned in the above letter with respect to the training opportunity with Client HARMAN Connected Services.

Signature: _____

Name: _____

Date: _____

Date: 04/10/21

Akshaya R G,
4A,Meena Noorthin Pallivasal Lane,
South Veli Street, Madurai-625001

Dear Akshaya,

Welcome to Centizen Inc.!

In our new journey, you will be experimenting and learning while understanding our deeply held values and our relationships with our clients that are the cornerstones of our organization.

We look forward to working with you and wish you success in your career with us.

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Akshaya R G,
4A,Meena Noorthin Pallivasal Lane,
South Veli Street, Madurai-625001

Dear Akshaya,

Congratulations! We are delighted to make you an offer as Software Engineer Intern and your role is **Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining Internship will be **1 December, 2021**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

Your location of posting is Tirunelveli. You may be asked to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining.

Agreement

Our offer to you as Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including Internship period. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 7,500 per month (if you are asked to do internship at home, the stipend will be Rs. 5,000 only)** and Total Gross Salary for the training period of six months will be **INR 15,000 per month**. Total Gross Salary after training will be **INR 25,000 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the two months' notice period. Similarly, the Company can terminate your services by giving two months' notice or salary thereof.

Background checks

The Company may, at its discretion, conduct background checks prior to or after your scheduled date of joining. You expressly consent to the Company conducting such background checks.

The Company, at its discretion, may request further validation of the details provided by you. If the outcome of the background check is found to be unsatisfactory, we reserve the right, in our sole discretion, to withdraw this offer without notice nor compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Centizen Inc. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tirunelveli, India.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

We welcome you to the Centizen and wish you a rewarding career over the years to come.

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:

Sign your name

Print your name Location

ANNEXURE – I
(Compensation after One Year)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	21,500
FIXED DEARNESS ALLOWANCE (FDA)	2,500
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	1,000
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Variable)	0 to 50,000 Per annum
Yearly bonus will be provided based on the company performance (Variable)	0 to 50,000 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Intern
MONTHLY COMPONENTS	
STIPEND PER MONTH	7,500

(Compensation for the Training period of Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Trainee
MONTHLY COMPONENTS	
MONTHLY GROSS SALARY	15,000



Atos Campus Recruitment || Launching Jumpstart Program 2022

1 message

campushelpdeskteam <campushelpdeskteam@atos.net>
To: alagammaiangappan@gmail.com <alagammaiangappan@gmail.com>

Fri, 1 Apr, 2022 at 11:28 pm

Atos for internal use

April 01, 2022



Dear ALAGAMMAI A,

Greetings from Atos.

We are delighted to let you know that the pre-onboarding online learning engagement – “**Jumpstart**” which is a critical part of your onboarding process is slated to go live on Monday i.e. 04 April 2022. This mandatory blended training program comprises 4 interesting components- Foundation, Technology, Digital, and Soft Skills. The technical training program will augment your knowledge of the industry-leading digital technologies while the soft skill training program will help you to hone your interpersonal and communication skills and this will, in turn, help us assign you to a project as soon as you join us.

The training module will be effective between April 04 – June 13 and the link to register is enclosed below. You will be asked to enter your registered personal email address with Atos and create a password. Once you log in, please read & accept the Information Security Policy. **You will receive a system-generated email on Monday i.e. 04 April 2022 along with login details for the same;** In case you do not receive the system-generated email, please try logging in on the Jumpstart link directly mentioned below.

Please register here <https://jumpstartatos.percipio.com>

Please refer to the attached Jumpstart Process Document for a seamless login to the Percipio portal.

Along with the online training program, there will also be virtual instructor-led training sessions conducted once a week via MS Teams. The calendar invite and the details of the session will be shared on weekly basis.

For any onboarding or training related queries, please reach out to us at campushelpdeskteam@atos.net

Disclaimer:

- *User ID, passwords, or other information used for authentication to the site/portal are confidential personal information and should not be shared with anyone. Any violation of access rights would be considered as an information security breach and accordingly dealt with*
- *Access to this information is tightly restricted based on the concept of need-to-know.*
- *Accessed Information shall not be copied or shared using email, cloud storage, blogs, or any other repositories.*
- *Weaknesses or exploits on the site/portal shall not be publicized or shared. Any weakness or exploits encountered on accessing/using the site shall be immediately highlighted to the Atos representative.*

Regards,
Campus Recruitment Team

Date: 04/10/21

A.Ligori Pastina,
522, South sandhanoor,
S.karaikudi,
Manamadurai-630606

Dear Ligori Pastina,

Welcome to Centizen Inc.!

In our new journey, you will be experimenting and learning while understanding our deeply held values and our relationships with our clients that are the cornerstones of our organization.

We look forward to working with you and wish you success in your career with us.

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

A.Ligori Pastina,
522, South sandhanoor,
S.karaikudi,
Manamadurai-630606

Dear Ligori Pastina,

Congratulations! We are delighted to make you an offer as Software Engineer Intern and your role is **Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining Internship will be **1 December, 2021**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

Your location of posting is Tirunelveli. You may be asked to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Leave

You are entitled to Earned Leave for 12 working days annually, right from your date of joining.

Agreement

Our offer to you as Software Engineer is subject to the execution of the Service Agreement. The Service Agreement details i.e., the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Centizen Inc., from the date of your joining and up to a period of 30 months including Internship period. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Salary

Your Stipend for the Internship period of first six months will be **INR 7,500 per month (if you are asked to do internship at home, the stipend will be Rs. 5,000 only)** and Total Gross Salary for the training period of six months will be **INR 15,000 per month**. Total Gross Salary after training will be **INR 25,000 per month**. There will be an increment in your salary based on your performance after the completion of two years' service. The break-up of your salary has been provided in the Compensation Details sheet in Annexure – I and Annexure – II.

Notice period

During the service period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with one month notice or salary thereof. On confirmation, you will be required to give three months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the two months' notice period. Similarly, the Company can terminate your services by giving two months' notice or salary thereof.

Background checks

The Company may, at its discretion, conduct background checks prior to or after your scheduled date of joining. You expressly consent to the Company conducting such background checks.

The Company, at its discretion, may request further validation of the details provided by you. If the outcome of the background check is found to be unsatisfactory, we reserve the right, in our sole discretion, to withdraw this offer without notice nor compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

Other terms and conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Centizen Inc. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tirunelveli, India.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

We welcome you to the Centizen and wish you a rewarding career over the years to come.

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:

Sign your name

Print your name Location

ANNEXURE – I
(Compensation after One Year)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	21,500
FIXED DEARNESS ALLOWANCE (FDA)	2,500
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	1,000
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Variable)	0 to 50,000 Per annum
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ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Intern
MONTHLY COMPONENTS	
STIPEND PER MONTH	7,500

(Compensation for the Training period of Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Trainee
MONTHLY COMPONENTS	
MONTHLY GROSS SALARY	15,000

Date: 04/10/21

Ashwin Krishna Kumar M
8a, Vanjinathan Street,
Sourashtra Teachers Colony,
Anuppanadi, Madurai

Dear Ashwin,

Welcome to Centizen Inc.!

In our new journey, you will be experimenting and learning while understanding our deeply held values and our relationships with our clients that are the cornerstones of our organization.

We look forward to working with you and wish you success in your career with us.

Warm regards,

A JOSEPH
Vice President
Centizen Inc.

Ashwin Krishna Kumar M
8a, Vanjinathan Street,
Sourashtra Teachers Colony,
Anuppanadi, Madurai

Dear Ashwin,

Congratulations! We are delighted to make you an offer as Software Engineer Intern and your role is **Software Engineer**.

Here are the terms and conditions of our offer:

Joining

Your tentative scheduled date of Joining Internship will be **1 December, 2021**. In case of inconvenience of either parties, adjustments can be made on the joining date.

Location

Your location of posting is Tirunelveli. You may be asked to relocate to any of our units, departments or the offices of our affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

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This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Tirunelveli, India.

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

We welcome you to the Centizen and wish you a rewarding career over the years to come.

Yours sincerely,

A JOSEPH
Vice President
Centizen Inc.

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date:

Sign your name

Print your name Location

ANNEXURE – I
(Compensation after One Year)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer
MONTHLY COMPONENTS	
BASIC SALARY	21,500
FIXED DEARNESS ALLOWANCE (FDA)	2,500
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance)	1,000
MONTHLY GROSS SALARY	25,000
Yearly bonus will be provided based on the individual performance (Variable)	0 to 50,000 Per annum
Yearly bonus will be provided based on the company performance (Variable)	0 to 50,000 Per annum

ANNEXURE-II
(Compensation for the first Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Intern
MONTHLY COMPONENTS	
STIPEND PER MONTH	7,500

(Compensation for the Training period of Six months)

COMPENSATION DETAILS (All figures in INR per month)	
ROLE	Software Engineer
ROLE DESIGNATION	Software Engineer Trainee
MONTHLY COMPONENTS	
MONTHLY GROSS SALARY	15,000



Date: 18-Jan-2022

To

Mr.JOHNSON V,
59/7B, SELVA VINAYAGAR KOVIL,
2ND STREET NEW RAMNAD ROAD,
MADURAI-625009,TAMIL NADU.

Dear **Mr.JOHNSON V,**

Based on your application and the subsequent discussions you had with us we are pleased to have you associated with us as a **PROJECT TRAINEE** for a period of 6 months from the date of commencement in our organization. During this association you will be paid **Rs.15000/- (RUPEES FIFTEEN THOUSAND ONLY)** per month as a consolidated amount.

The internship will be for a period up to 6 months from the date of commencement. Based on your performance during this period and your interest in continuing the internship, your manager may extend the internship period beyond the initial 6 months. On successful completion of your curriculum project, you may be observed as an employee of Zoho as **MEMBER TECHNICAL STAFF**. Salary will be decided at that time based on your performance.

This offer is subject to the following terms and conditions.

1. During the period of your association with Zoho, you shall keep strictly confidential any and all information that may come to your knowledge. You may share any such information with others, only on a 'need to know' basis.
2. You shall sign a Confidentiality Agreement with Zoho to protect the interests of the Company by maintaining confidentiality of all information, which may be accessible to you in the course of your association.
3. Zoho owns all right and interest to any intellectual property developed by you during the course of your association with the company.
4. Zoho reserves all rights to terminate you at any time during your association period, for any reason whatsoever, including without limitation, misuse of Zoho intellectual property, improper and unauthorized usage of internet Services, adverse finding in background verification report, misconduct and the like.
5. Zoho is under no obligation to recruit you on its roll of employees at the end of your project work. However if your project work and conduct are found to be completely satisfactory, you may be considered for employment, in accordance with Zoho's then current policy.



VALIDITY

This Project Trainee Offer is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **25-Jan-2022**. Your signature indicates your acceptance of the terms and conditions of this offer.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation email from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With Best Wishes,

Yours Sincerely,
For ZOHO CORPORATION PRIVATE LIMITED

A handwritten signature in blue ink that reads "M. I. Sohail" with a long horizontal flourish extending to the right.

Mohammed Sohail
Manager - HR

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature: A handwritten signature in blue ink that reads "Johnson V" with a flourish.

Date of Offer acceptance:

Name : Johnson V

Place :

