

Mr. Deepsaran N S
India

Date: 07 Oct 2021

Offer for Employment

Dear Mr. Deepsaran N S,

With reference to your interview(s) and satisfactory performance during your training period, we are pleased to offer you employment in our organization, on the terms and conditions, mentioned in this letter for offer of appointment herein below.

You will work as an intern until you complete your current Engineering degree course. On successful completion of your degree, you will be confirmed as a full-time employee and will be issued a fresh offer letter detailing your salary and benefits.

During the internship period, these will be the terms and conditions of employment:

Department	: India Head Office
Designation	: Software Engineer Intern
Work Location	: Chennai, India
Internship Period	: Until B.E Course Completion
Stipend	: ₹6000 per month only

On successful completion of your internship, you will be confirmed as a 'Software Engineer' with a starting annual package of 3,00,000 per annum. Performance appraisals will be conducted at regular intervals and increments will be provided based on your performance.

1. DATE OF JOINING / APPOINTMENT DATE

This appointment will commence from your date of joining which should not be later than **Oct 11th 2021**, provided that you indicate your acceptance to the same by signing and returning in duplicate a copy of this offer of appointment to us immediately and in any case within two (2) days from the date of this letter for offer of appointment.

You should report for joining at the place of posting on or before the above date of joining. You have to provide self-attested documents as mentioned below prior to the joining date:

- a) Signed Curriculum Vitae (CV).
- b) Copy of Marksheets upto the 6th Sem
- c) Copy of 10th and 12th Marksheets
- d) Passport size photographs
- e) Copy of Passport
- f) 2 ID Proof Copies

2. DESIGNATION

You shall be designated as **Software Engineer Intern**.

3. REMUNERATION

Your Stipend will be **₹6000** per month.

Your stipend during the internship period shall be subject to deductions on account of any unauthorized and authorized absence, damage to any property of the company and all other matters as governed by the company's policy.

4. INTERNSHIP PERIOD

You will be designated as an intern until successful completion of your Engineering course. The company mandates that you must successfully clear all your semesters without any backlogs, failing which your employment may be terminated as deemed appropriate by the management. The management has the right to extend internship period or terminate your employment during the internship period if your performance is not found satisfactory.

5. EMPLOYEE CONTRACT

The company requires that every Software Engineer Intern must take an undertaking to serve the company for a minimum period of 2.5 years (30 months).

Please find details of the Employee undertaking attached along with the offer letter. **The employee has to print this on a stamp paper, sign and send this to our office within 1 week of receiving the offer letter. If the company does not receive this within 1 week, the offer will be deemed invalid.**

6. PLACE OF POSTING

Presently, you shall be based at Chennai, India. Your place of work may change in case of any relocation of the Company's offices. You are further liable to be transferred to any part within the Country/Overseas as decided by the Management in the interest of the company.

7. PERQUISITIES & HOLIDAYS

As an intern, you are only eligible to avail 1 Sick Leave (SL) per month during the Internship period. Any other leave taken in this period will be considered as unpaid leave. If more than 2 days leave is availed together, medical certificate must be provided.

In addition, you shall be entitled to national holidays as declared for the private sector by

the government, or days in lieu where the Company requires you to work on such national holidays. Unavailed leaves will not be reimbursed as per Company's policy.

8. CONDUCT & DISCIPLINE

- a) Official E-mail ID shall be communicated to you after joining. This will be a password-protected official email ID. Any correspondence /information including letter/notice of confirmation, transfer, promotion, termination, resignation, policy matters, etc. received/sent through such e-mail ID by or to you shall be an acceptable form of communication. You are required to keep the password of such e-mail ID confidential. This E-mail ID must be regularly checked for any communication. This E-mail ID should be used exclusively used for authorized official purposes only. You shall exclusively be responsible for any unauthorized and unapproved usage of this e-mail id.
- b) You are expected to maintain high standards of Conduct and Excellence in all your assignments.
- c) You shall discharge your duties and responsibilities faithfully and to the best of your ability and talent.
- d) You shall at all times comply with the Company's policies.

9. GENERAL RULES

In all matters including those not specifically covered by this letter, such as, Incentives, will be governed as per the rules of the Company.

- a) You will intimate in writing to the Management any change of address within a week from the change of the same, failing that any communication sent on your last recorded address shall be deemed to have served on you.
- b) You will hand over the charge, the property and the material etc. of the company in your possession at the time of cessation of your employment with the company.

10. CESSATION OF SERVICE

- a) The company has the right to terminate the employee during the internship period if found unsatisfactory in performance or due to misconduct with one day notice.
- b) In case an employee, during the internship period, decides to leave the employment of the Company by way of resignation or otherwise then he/she shall be required to serve a prior notice of 1 Month from date of such resignation and acceptance by the approving authority, in lieu of such notice at the discretion of the Company. If an employee, during internship period leaves the employment of the Company without following the above specified process, in such events the Company would be within its Rights to forfeit the sum(s) due to the employee, if any, and shall be also at liberty to take appropriate

action including but not limited to termination and/or to claim damages(s) and/or loss(s) from the employee.

11. VERIFICATION

- a) This Letter for offer of appointment is issued to you on the basis of your candidature, eligibility and on grounds of information/ documents provided by you to the company, which are believed as bonafide, genuine and true.
- b) This appointment is based on the information supplied by you to us in your application/personal data form and otherwise, and will be considered null and void if a material error is discovered therein at any time, and your employment shall be terminated without any notice or salary in lieu thereof.

In case of any query regarding your offer of appointment letter you can contact us on hr@rapiddatatech.com.

Please sign the duplicate copy of this Letter for offer of appointment and return the same in confirmation of your acceptance of the appointment and all other terms and conditions as stated therein.

Wish you all the best and welcome you to our organization for a long-standing relationship.
Sincerely,

FOR MAGNA DATUM



**AUTHORIZED SIGNATORY
HUMAN RESOURCES**

ACCEPTANCE OF THE EMPLOYEE

I, hereby, agree to abide by the terms and conditions of this Letter for offer of Appointment and am aware that any lapse in my meeting the set performance standards/misconduct and any disciplinary issue would result in legal/disciplinary action against me/or employment. I agree to join on or before **Oct 11th 2021**.

SIGNATURE OF THE EMPLOYEE

EMPLOYEE CONTRACT AGREEMENT

THIS AGREEMENT is made on the 11th day of Oct 2021 between **Magna Datum Technologies Pvt. Ltd.**, a company registered under the Companies Act, 2013 and having its registered office at. R Block, No.138, Kovaipudur, Coimbatore, TN 641042 (hereinafter called the “company”) of the one part and **Deepsaran N S** residing at Plot No-3893, TamilNadu Housing Board, Villapuram,, Madurai South, Subramaniapuram, Madurai,Tamil Nadu - 625011.(Hereinafter called the “Employee”) of the other part.

WHEREAS

The company is desirous of appointing **Deepsaran N S** as ‘Software Engineer Intern’ and the Employee has agreed to on the terms and conditions outlined here below.

NOW THIS AGREEMENT WITNESSES as follow:

1. Subject to provisions for termination set forth below, term of employment will begin from 11th Oct 2021 to 11th Mar 2024. Organization may terminate this Agreement any time for any violation of company policies.
2. Your term of employment will be for 2.5 years from the date of appointment. If you leave the organization within the Internship period, you should give 1 month prior notice and shall unconditionally deposit an amount of 1.5 Lakh INR as training cost. After confirmation as a full-time employee, if you want to leave employment within period of 2.5 years from joining date, you should give 3 months prior notice and shall pay an amount of 2 Lakh INR as compensation for training cost before leaving the organization..
3. The Employee undertakes not to dispute the amount, and shall pay the amount, before requesting for formal relieving letter from the organization & at the same time organization has full right to initiate appropriate legal proceedings against the Employee in case of breach of this employment agreement.
4. In case you wish to leave the organization after 30 months period, you are required to give 3 months advance notice. Advance notice of 3 months can be submitted only after completion of 30 months.

By signing on this copy this shall be deemed as a mutual contract of agreement and the same shall be governed by the laws of India. It is also agreed that in case of any dispute, this will be contested within the limits of Coimbatore jurisdiction only.

SIGNATURE OF EMPLOYEE

Witness 1 Name, Address and Signature

Witness 2 Name, Address and Signature

SHOULD BE NOTARIZED BY GAZETTED OFFICER

July 2, 2021

Dhalthiya Soodhan T S

1/1 Feesher street,
Kamarajar salai, Sandhapettai,
Madurai-625009
soodhan1216@gmail.com

Dear Candidate,

We are pleased to offer you an internship role in our technology team, for a period of ten months till April 2022.

During the internship period, you will be paid a monthly stipend of consolidated INR 18, 000. You will not draw any other benefits from the company.

Once you complete your internship program, subject to continued good performance during internship, you will be provided a full-time employment opportunity, as Software Engineer or Automation Engineer or any other suitable roles, solely based on internship performance. Finalization of the role and offer details will be shared, between 5th and 6th month of your internship.

Your monthly internship stipend will be credited in your account latest by 3rd of the following month.

Your internship period will commence from **5th July 2021 (Monday)**.

Please sign and return a copy of this offer as a token of your acceptance.

Sincerely yours,

for ADF Data Science Private Limited,



.....
Nithyanandham Ravi

Senior Manager, Human Resources

July 2, 2021

Divyalakshmi N

26/32, North Chithirai street,
Madurai -625001.
divyasara2431@gmail.com

Dear Candidate,

We are pleased to offer you an internship role in our technology team, for a period of ten months till April 2022.

During the internship period, you will be paid a monthly stipend of consolidated INR 18, 000. You will not draw any other benefits from the company.

Once you complete your internship program, subject to continued good performance during internship, you will be provided a full-time employment opportunity, as Software Engineer or Automation Engineer or any other suitable roles, solely based on internship performance. Finalization of the role and offer details will be shared, between 5th and 6th month of your internship.

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Sincerely yours,

for ADF Data Science Private Limited,



.....
Nithyanandham Ravi

Senior Manager, Human Resources



N.Divyalakshmi

July 2, 2021

Yuva Shree R A

No: 3/189 Pandian Nagar,
6th Street, Surveyor Colony,
K.Pudur, Madurai-625007
yuvashreera@gmail.com

Dear Candidate,

We are pleased to offer you an internship role in our technology team, for a period of ten months till April 2022.

During the internship period, you will be paid a monthly stipend of consolidated INR 18, 000. You will not draw any other benefits from the company.

Once you complete your internship program, subject to continued good performance during internship, you will be provided a full-time employment opportunity, as Software Engineer or Automation Engineer or any other suitable roles, solely based on internship performance. Finalization of the role and offer details will be shared, between 5th and 6th month of your internship.

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Sincerely yours,

for ADF Data Science Private Limited,



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Nithyanandham Ravi

Senior Manager, Human Resources

Registered Office

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

July 3, 2021

Dear Praveen K R,

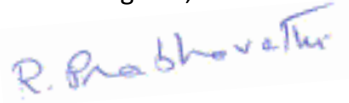
We are thrilled to welcome you as an Intern into our Vuram family!

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

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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



Prabhavathi Macheri Shanker
DIRECTOR, VURAM

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

Date: _____

Signature: _____

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July 3, 2021

Dear Vaishali Sri A R,

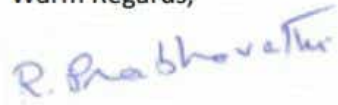
We are thrilled to welcome you as an Intern into our Vuram family!

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

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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.
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 - d. Copy of Diploma/Degree certificate or mark sheet of the most recently concluded semester
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 - f. Copy of your PAN Card & Aadhar Card
 - g. Copy of Bank passbook copy (front page)
 - h. Medical Fitness certificate
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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.

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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.
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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, Vaishali Sri AR agree to accept internship on the terms and conditions mentioned in the above letter.

Date: 05.07.2021

Signature: *Axuvaiish*



Date: 07-Oct-2021

To

Ms.RAMYA S,
14, KAMBAR ST, JEEVANAGAR,
JAIHINDPURAM,
MADURAI-625011,TAMIL NADU.

Dear **Ms.RAMYA S,**

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 **14-Oct-2021**. 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

Mohammed Sohail
Manager - HR

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

Signature: *Ramya*

Date of Offer acceptance:

Name : Ramya S

Place :





Testing the *everywhere* network

September 30, 2021

Confidential

Shwetha S N
D/o. Naganath, No:72C/1
Munichalai Road
Madurai East
Ma Munichalai Road
Madurai
Tamil Nadu-625009

Dear Shwetha,

Sub: Internship Letter

We take great pleasure in informing you that, your Internship program will begin on 13th October 2021 and continue till your final year examinations get over and results are published. You are entitled for a monthly stipend of Rs.10,000/-. You are expected to execute work from Veryx Office, Chennai.

On completion of the internship program, your performance will be reviewed. If it meets the specified expectations, your employment will be confirmed. The duration of internship may get extended, if it is found necessary. The same will be communicated to you with the duration of extension.

We wish you all the very best!

Thank you

Regards

A handwritten signature in blue ink, appearing to read "S. Sathiah Sankar".

S Sathiah Sankar
Sr Manager - HR

VERYX TECHNOLOGIES PVT. LTD.

Ground Floor, RR Tower III, Thiru-Vi-Ka Industrial Estate, Guindy, Chennai – 600 032. INDIA.

Phone: +91-44-66772200 Fax: +91-44-22500372.

www.veryxtech.com

30.11.2021

Dear NITHIYA VASANTHI,

Following your recent interview, I am pleased to invite you to join our team at Pruvity HR solutions Pvt. Ltd for the internship training. You will be appointed as a Trainee Engineer. You will be paid a stipend of **10,000 INR**. You are requested to report on **02-12-2021**. Your employment will be governed by general terms and conditions of the company as outlined below.

Internship Period:

The internship program will consist of classroom training and POC developing. The duration of the internship will be a minimum of **6 months**. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and Successful completion of the internship training. Appointment letter will be issued to you upon successful completion of internship and after completion of joining formalities.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all its property, equipment, and documents, including electronically stored information.

My hearty congratulations for keep evolving and helping our organisation to scale better. I wish and guarantee a challenging, rewarding and enjoyable career.

Thanks,



Anandha Murugan
Product Manager

I accept the above offer and agree to its terms and conditions.

Name :
Place & Date :

Signature

30.11.2021

Dear MIRUTHUNJAYA,

Following your recent interview, I am pleased to invite you to join our team at Pruvity HR solutions Pvt. Ltd for the internship training. You will be appointed as a Trainee Engineer. You will be paid a stipend of **10,000 INR**. You are requested to report on **02-12-2021**. Your employment will be governed by general terms and conditions of the company as outlined below.

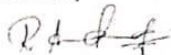
Internship Period:

The internship program will consist of classroom training and POC developing. The duration of the internship will be a minimum of **6 months**. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and Successful completion of the internship training. Appointment letter will be issued to you upon successful completion of internship and after completion of joining formalities.

During your employment, you may have access to trade secrets and confidential business information belonging to the Company. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company all its property, equipment, and documents, including electronically stored information.

My hearty congratulations for keep evolving and helping our organisation to scale better. I wish and guarantee a challenging, rewarding and enjoyable career.

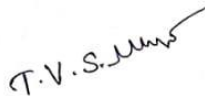
Thanks,



Anandha Murugan
Product Manager

I accept the above offer and agree to its terms and conditions.

Name : MIRUTHUNJAYA · T·V·S.
Place & Date : Madurai , 1.12.21


Signature



WALFIN TECH PRIVATE LIMITED
CIN - U72900KA2021FTC148758
GST -29AACCW9869J1ZC
Address - 224, HSR Layout, 3rd Sector,
Bengaluru (Bangalore) Urban, Karnataka, 560102

Subject: Offer Letter

Dear Vasupradha,

We are pleased to offer you a position in our organization Walfin Tech Pvt Ltd as Web Developer Intern. This offer takes effect from your date of joining Walfin Tech Private Limited

Your compensation package and other terms and conditions would be as in Annexure A attached. However, the structure of your compensation plan may be altered / changed from time to time in line with the Compensation policy and practices of the Organization.

As per organization policy, the probation period applicable to you shall be 7 days, after which after mutual agreement we will proceed with the rest of the duration of 3 months. You will be working on Walfin activities for 6-8 hours a day, except during the 7th semester examinations, for which period you will be continued to be paid.

As an employee of Walfin Tech Pvt Ltd, it is likely that you will work on confidential and or proprietary information related to the operations, products and services of Walfin Tech Pvt Ltd and its partners. You will abide by the rules and regulations of the Company as may be in force from time to time and if any violation made would be subjected to the Disciplinary action.

Your appointment is subject to satisfactory reference checks, which could have a bearing on your working with us. This letter of offer is based on the information furnished in your application for employment and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

Any disputes arising out of this letter shall be governed by and construed in accordance with the laws of India.



WALFIN TECH PRIVATE LIMITED
CIN - U72900KA2021FTC148758
GST -29AACCW9869J1ZC
Address - 224, HSR Layout, 3rd Sector,
Bengaluru (Bangalore) Urban, Karnataka, 560102

This offer is valid till 30-Nov-2021. If you do not confirm the acceptance, Walfin Tech Pvt Ltd has the right to withdraw the offer.

We welcome you to our organization and look forward to your contribution to the growth of the organization and yourself.

Your signature at the end of this letter confirms the conditions of your employment.

Kindly sign and return to us the duplicate copy of this letter and Annexure as your Acceptance.

Welcome to the Club!

Yours Sincerely,

For Walfin Private Limited

Acceptance Signature

.....
Nakul Kelkar
COO

Vasupradha R
.....
Vasupradha R



WALFIN TECH PRIVATE LIMITED
CIN - U72900KA2021FTC148758
GST -29AACCW9869J1ZC
Address - 224, HSR Layout, 3rd Sector,
Bengaluru (Bangalore) Urban, Karnataka, 560102

Annexure A

Salary Structure

TOTAL Salary (Monthly)	25000 INR
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Activities while working with Walfin Tech Private Limited

Work on PoC of our support portal

- Build the web frontend using React.js. Designs and behaviour for which will be provided
- Understand and develop a Admin backend APIs

Work on PoC of our website (defy.club), in Next.js or React.js



Offer for Intern - Quality Analyst | GOFRUGAL Technologies

1 message

vivek AB <vivek.ab@gofrugal.com>

Mon, 1 Nov 2021 at 19:45

To: yogasonica69 <yogasonica69@gmail.com>

Cc: naveenkumar agiledev <naveenkumar.agiledev@gofrugal.com>, hr <hr@gofrugal.com>, placement <placement@klnce.edu>

Dear Yogalakshmi S G,

Congratulations !!

Based on our discussion, we are pleased to offer you a Six month internship till you complete your academic. You will be placed as **Intern - Quality Analyst** in **Connect Plus Team** and you will be reporting to **Mr. Naveen Kumar K R, Technical Architect - GOFRUGAL Cloud Platform**. The objective of the internship is to assess your suitability for the role. If we find you suitable based on your performance during the internship, you will be offered as **Quality Analyst** in the **Connect Plus Team** with a Gross Package of **Rs. 4,20,000/-**. P.A. The position will be based in **Chennai**.

Your stipend during the internship will be Rs.10,000/ PM fixed. Please note that if you withdraw from the internship for any reason, you will not be provided with the internship certificate.

This offer is valid till 3rd November 2021. So, Kindly confirm your acceptance before the given timeline by replying to this mail along with your date of joining.

We are confident that your internship will be successful and you will start a mutually beneficial long term career at GOFRUGAL

Wishing you all the best and Looking forward to your joining GOFRUGAL at the earliest!

Regards,
Vivek A B
People Delight Team

"This e-mail transmission, including any attachments, is intended only for the named recipient(s) and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you have received this transmission in error, or are not the named recipient(s), please return the e-mail and permanently delete this transmission, including any attachments. Our company accepts no liability for the content of this email, or for the consequences of any actions taken on the basis of the information provided, unless that information is confirmed in writing and duly signed by the authorized person(s). If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited. Any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the company."



Bharath R <bharathrm13@gmail.com>

Offer for Intern - Member Technical Staff - Java Developer | GOFRUGAL Technologies

4 messages

vivek AB <vivek.ab@gofrugal.com>

Tue, Nov 9, 2021 at 9:17 PM

To: bharathrm13 <bharathrm13@gmail.com>

Cc: senthilkumar selvaraj <senthilkumar.selvaraj@gofrugal.com>, hr <hr@gofrugal.com>, placement <placement@klnce.edu>

Dear Bharath R,

Congratulations !!

Based on our discussion, we are pleased to offer a six month internship till you complete your academic. You will be placed as **Intern - Member Technical Staff - Java Developer** in **OrderEasy Team** and you will be reporting to **Mr. Senthilkumar Selvaraj, Product Manager - Integrations**. The objective of the internship is to assess your suitability for the role. If we find you suitable based on your performance during the internship, you will be offered as **Member Technical Staff - Java Developer** in the **OrderEasy Team** with Gross Package of **Rs. 4,20,000/- P.A.** The position will be based in **Madurai**.

Your stipend during the internship will be **Rs.10,000/ PM fixed**. Please note that if you withdraw from the internship for any reason, you will not be provided with the internship certificate.

This offer is valid till **12th November 2021**. So, Kindly confirm your acceptance before the given timeline by replying to this mail along with your date of joining.

We are confident that your internship will be successful and you will start a mutually beneficial long term career at **GOFRUGAL**

Wishing you all the best and Looking forward to your joining **GOFRUGAL** at the earliest !!

Regards,
Vivek A B
People Delight Team

"This e-mail transmission, including any attachments, is intended only for the named recipient(s) and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you have received this transmission in error, or are not the named recipient(s), please return the e-mail and permanently delete this transmission, including any attachments. Our company accepts no liability for the content of this email, or for the consequences of any actions taken on the basis of the information provided, unless that information is confirmed in writing and duly signed by the authorized person(s). If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited. Any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the company."

Bharath R <bharathrm13@gmail.com>
To: venkatalakshmi.green@gmail.com

Wed, Nov 10, 2021 at 12:24 PM

[Quoted text hidden]

Bharath R <bharathr13@gmail.com>

Fri, Nov 12, 2021 at 1:43 PM

To: vivek AB <vivek.ab@gofrugal.com>

Cc: senthilkumar selvaraj <senthilkumar.selvaraj@gofrugal.com>, hr <hr@gofrugal.com>

Dear sir,

Please accept this email as my formal acceptance of the offered position as Member Technical Staff - JAVA Developer in GOFRUGAL TECHNOLOGIES. I thank you for the opportunity, and I look forward to applying my skills to the position.

Sincerely,

BHARATH R

[Quoted text hidden]

Bharath R <bharathr13@gmail.com>

Tue, Nov 30, 2021 at 9:07 PM

To: vivek AB <vivek.ab@gofrugal.com>

I'll be joining by Monday December 6

[Quoted text hidden]

Offer Letter

DATE: 17 February 2022

Mr. Arun RS
Bangalore, INDIA.

Dear Mr. Arun RS

Further to the recent meetings and discussions you had with us, we are pleased to offer you the post of “Intern” in Xmplar Management Solutions (P) Ltd in Bangalore.

You are expected to clock 8.5Hrs per day excluding lunch/tea break, you must submit time sheet every Friday to your reporting manager which will form the basis of payment. Stipend will be released within the first 3 working days of the month.

Please feel free to get in touch with Ms Sheetal, if you need any assistance regarding the same.

Place of Work	Service fee / Month
Work From Home till office at Madurai location office opens.	Rs 10,000

Detailed NDA agreement letter will be handed over to you on the day of joining. You will be provided with an experience letter with the satisfactory completion of your internship.

We welcome you to the Xmplar family and look forward to having you on board with us.

Yours sincerely,

For Xmplar Management Solutions Pvt Ltd,



Rajumohan R



Date: 07-Jan-2022

To

Ms.AISHWARYA LAKSHMI S G,
33/3, SIVAGAMI STREET,
MEENAKSHI NAGAR, NEW RAMNAD ROAD,
MADURAI-625009, TAMIL NADU.

Dear **Ms.AISHWARYA LAKSHMI S G,**

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.15000/- (RUPEES FIFTEEN THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be **Rs.480000/- (RUPEES FOUR LAKH EIGHTY THOUSAND ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.





ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
 2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
 3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
 4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
 5. If you have violated the Company's policies;
 6. If the result of any reference or background check is unsatisfactory;
 7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
 8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;
- Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **06-Feb-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

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 e-mail 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 ZHO CORPORATION PRIVATE LIMITED

Mohammed Sohail
Manager - HR

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

Signature:

Date of Offer acceptance:

Name :

ANILAK Lakshmi S G

Place :





ANNEXURE A

NAME : AISHWARYA LAKSHMI S G
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	16000	192000
HRA	8000	96000
Other Allowance & Flexible component	14080	168960
Gross Salary	38080	456960
Employer Provident Fund (12% of Basic+TA)*	1920	23040
Cost To Company (CTC)	40000	480000
Prosperity Sharing Plan		80000
Compensation for the first year		560000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Medclaim policy for a sum insured of **Rs.400000/- (RUPEES FOUR LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.2500000/- (RUPEES TWENTY FIVE LAKH ONLY)**.

Please note that the above mentioned Insurance schemes are subject to change based on yearly renewal



Date: 24th February 2022

Dear Vishnu T.K,

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, 28th February 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.

Vishnu, 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: _____



28/12/2021

Abishek,
Madurai

Subject:-Internship Offer letter

Dear Abishek,

Subsequent to the campus recruitment drive conducted at your college, on behalf of Lucid Imaging, I am pleased to offer you an Internship under the guidance of Mr. Arun Babu - Team lead, At the end of Internship, you are eligible for permanent Employment. You will begin your internship with the Company on February **14, 2022**. Lucid works Monday to Friday and from 9.00 AM to 6.00 PM. A monthly stipend amount of **Rs. 10,000** shall be paid at the end of every month deducting loss of pay due to absence. As an Intern, you will not receive any of the employee benefits that a permanent employee receives as per the Company's Policies. Your internship is expected to end on or before **July 25, 2022**. Your internship with the Company is "at-will", which means that either you or the Company may terminate your internship at any time, with or without cause and with or without notice.

During your employment, you may have access to confidential business information belonging to the Company. By accepting this offer for Internship, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it, publishing it in your resume, publishing it in Job Portals, Social Media or for your own purposes or from disclosing it to anyone outside the Company. The Company spends a considerable amount of time and resources to train you in your field of interest, and therefore I expect that you will be committed to learning and to contribute to the company after your internship programme. I trust that your period of Internship will be truly rewarding and successful. Welcome To Lucid Imaging.

Please indicate your acceptance of this offer by signing below and returning it to us. If you have any questions, do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Subhashini", on a light-colored background.

Subhashini
Assistant HR Manager

I accept Internship with Lucid Imaging Pvt. Ltd, on the terms and conditions set out in this letter.

Abishek:

Lucid Imaging Private Limited

315/A, 2nd Floor, 9th Main, 5th Block Jayanagar, Bangalore – 560 041. India

Tel: +91- 80- 22448252 / 53 Fax : +91-80-22448254

E-mail: info@lucidimaging.in Web: www.lucidimaging.in



March 5, 2022

Dear Anandhan PY,

Sub: Letter of Engagement as Intern

We are pleased to inform you that you have been selected for undergoing Internship in our organization Wipro Limited (Wipro) as Intern under the following terms and conditions:

1. Nature of Engagement

You will be engaged as an **Intern at Wipro**.

2. Duration of training

The duration of **internship** will be 10 to 16 weeks starting from March 10th. During this period, Wipro shall evaluate your performance. Unless Wipro extends the period of internship, in writing, solely at its discretion, your internship shall automatically stand terminated at the expiry of the internship period.

3. Verification Report

Your engagement with Wipro will be subject to receipt of satisfactory report with regard to verification of the particulars furnished by you in your application and information given at the time of Interview. If any declaration or information furnished to Wipro proves to be false or if you have wilfully suppressed any material information, in such case, you will be liable to removal from training without any notice.

4. Obligations and Responsibilities

- a. During your internship period, Wipro expects you to undergo training in any department / section in which you are placed with high standard of initiative and efficiency. You shall devote yourself exclusively for undergoing training. You shall not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly in any other trade or business (except as share-holder or debenture holder) during the training period without obtaining permission in writing from the appointing authority at Wipro. You will be governed by the service rules / standing orders, policies and regulations as may be promulgated by Wipro from time to time in relation to conduct, discipline and other matters. You will not seek membership of any local or public bodies without first attaining specific permission from the appointing authority at Wipro. You are expected to comply with the policies of Wipro including the Code of Business Conduct and other policies of Wipro as they form an integral part of the terms of your training with Wipro.

Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new Policies may be introduced and notified to employees/trainees from time to time and you will be required to comply with the same. Any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of Wipro and appropriate disciplinary action will be initiated.

- b. During the training period, if you conceive any new or advanced method of improving processes / formulae / systems in relation to the Business or Trade of Wipro, such developments will be fully communicated to Wipro and will be the sole property of Wipro. 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 Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro and in the course of your training. This covenant shall endure during your training and beyond the cessation of your training with Wipro.

- c. During the training period and thereafter, you will not pass onto anyone in writing or by word of mouth or otherwise, particulars or details of work, processes, technical know-how, research carried out, security arrangements, administrative and organization matters of confidential or secret nature, which you may come across during your training period or become known to you by virtue of your undergoing training in Wipro or otherwise.
- d. In connection with your internship and during the term of your internship, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

5. Posting

During your training period, you are liable to be transferred or assigned to training in any division / department / establishment or location at which Wipro or its associate companies have their offices or operation and whether at present existing or which may be set up in future at any time and at any place in India, without any increase in stipend. On such posting, you will be governed by the policies, rules and regulations as applicable in that Unit / Branch / Establishment.

6. Travel

You will be required to undertake travel as required by Wipro and you will be paid travel expenses as per Wipro rules.

7. Termination

Notwithstanding any of the clauses of this letter of engagement, Wipro reserves the right in its sole discretion of terminating this agreement during the training period without assigning any reason by giving one week's (7 days) notice or payment of one week's stipend, in lieu of notice.

8. Training Hours and Holidays

As an intern you will be called upon to undergo training during the hours and days as may be fixed by Wipro. Normally all Sundays will be weekly holidays together with all National and Festival Holidays observed by the establishment.

9. After completion / termination of internship

On completion / termination of internship, you will immediately surrender to Wipro all specifications, documents, literature, drawings, records etc. belonging to Wipro or relating to its Businesses and shall not take or retain any copies of the said items.

10. Date of commencement of training

In case the above terms and conditions are acceptable to you, you are required to return the duplicate copy of this letter of engagement within one week, duly signed by you, in token of your acceptance of the offer and report for training on or before the date of commencement of training. While reporting for training, please bring 3 copies of your latest passport size photographs and two copies each of your certificates and testimonials along with the originals. The original certificates will be returned to you after verification.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Endorsement:

- 1. I accept the terms and conditions stipulated in the above letter of engagement.**
- 2. I shall report for internship on**

ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I Anandhan PY, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- a. validating my curriculum vitae and retaining records on the same for any future reference/verification;
- b. processing my application for internship including background verification checks;
- c. Internship related actions including record keeping, processing training stipend and any action required in the context of my training with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

ANNEXURE II

CONFIDENTIALITY & NON-DISCLOSURE AGREEMENT

This non-disclosure agreement ("**Agreement**") is made on this the [] day of [] between

Wipro Limited, a public limited Company incorporated under the Indian Companies Act, 1913, and existing under the Indian Companies Act, 1956, having its registered office at Dodda Kannelli, Sarjapur Road, Bengaluru 560-035.

And

_____[Name of the Intern], S/o / D/o

Residing at _____

(Hereinafter referred to as "**Intern**" which expression shall mean and include his/her representatives in interest, assurers and guarantors).

WHEREAS:

The Intern has expressed his/her desire to be trained with Wipro for a period of _____ ("**Internship Period**");

Wipro has accepted the Intern's application subject to the Intern adhering to and complying with certain covenants governing his or her movement within Wipro premises, conduct, and other tasks whatsoever which they may be allotted from time;

During the term of the internship, the Intern may have access to certain information which may be proprietary and/or of confidential nature ("**Confidential Information**", as more particularly described below).

NOW THEREFORE in consideration of the Agreement herein by the parties hereto and such additional promises and understandings as are hereinafter set forth, the parties agree as follows:

1. For purposes of this Agreement, "**Confidential Information**" means, with respect to Wipro, any and all information in written, representational, electronic, verbal or other form that is disclosed to Intern by Wipro or which Intern becomes aware of in the course of the internship, including without limitation, information relating directly or indirectly to the present or potential business, operation or financial condition, pricing, legal cases pertaining Wipro, marketing plans or strategy, volumes, services rendered, customers' and suppliers' names or lists, any customer information, financial or technical or service matters or data of or relating to Wipro and any information identified as being proprietary and/or confidential and any information which might reasonably be presumed to be proprietary or confidential in nature, excluding any such information which (i) is known to the public (through no act or omission of Intern in violation of this Agreement); (ii) was known to Intern prior to its disclosure under this Agreement; or (iii) is required to be disclosed by governmental or judicial order, in which case Intern shall give Wipro prompt written notice, and use reasonable efforts to ensure that such disclosure is

accorded confidential treatment and also to enable Wipro to seek a protective order or other appropriate remedy.

2. Nothing contained hereunder shall be construed as creating, conveying, transferring, granting or conferring by Wipro on Intern any rights, license or authority in or to the Confidential Information.
3. Intern agrees and undertakes that he/she shall not disclose or make available to any person (including the Institute) reproduce or transmit in any manner, or use (directly or indirectly) for his/her own benefit or the benefit of others, any Confidential Information, including without limitation, the use of the Confidential Information in any thesis or report required to be submitted by Intern under any course. Intern undertakes that he/she will not, without prior written consent of Wipro, use any Confidential Information in any of her future projects or presentations for any person, including the institute, nor shall he/she use any of the Confidential Information in his/her resumes or any application for prospective employment.
4. Intern shall use and/or protect the Confidential Information received by him/her with utmost degree of care and diligence.
5. Intern agrees that upon (i) termination/expiry of Internship Period, or (ii) at any time during its currency, or (iii) on Intern ceasing to be an Intern of Wipro, Intern shall promptly deliver to Wipro the Confidential Information and copies thereof in his/her possession or under his/her direct or indirect control, and shall destroy all memoranda, notes and other writings prepared by him/her or his/her subordinates based on the Confidential Information.
6. Intern acknowledges that the Confidential Information coming to his/her knowledge may relate to and/or have implications regarding the future strategies, plans, business activities, methods, processes and or information of Wipro or its affiliated companies which could afford third parties certain competitive and strategic advantage. Intern shall ensure that the use of such Confidential Information by the Intern shall not jeopardize or adversely affect in any manner such future strategies, plans, business activities, methods, processes, information, and/or competitive and strategic advantage of Wipro.
7. Intern acknowledges the quantum of damages and/or losses that Wipro may suffer as a result of the breach of this Agreement by the Intern and therefore, agrees to indemnify and keep indemnified Wipro against all loss or damage, which Wipro may suffer as a result of any such breach.
8. Intern hereby acknowledges and agrees that in the event of a breach or threatened breach by Intern of the provisions of this Agreement, Wipro shall without prejudice to any of its rights under this Agreement or in law have the right to claim damages and shall also be entitled to injunctive relief against such breach or threatened breach by Intern.
9. No failure or delay by Wipro in exercising or enforcing any right, remedy or power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise or enforcement of any right, remedy or power preclude any further exercise or enforcement thereof or the exercise of enforcement of any other right, remedy or power.
10. This Agreement will be governed exclusively by the laws of India and, jurisdiction shall be vested exclusively in the courts at Bengaluru. This Agreement shall not be amended, assigned or transferred by either party without obtaining the written consent of Wipro.
11. The obligations of confidentiality shall survive the expiry or termination of the internship. Nothing in this Agreement is intended to confer any rights/remedies under or by reason of this Agreement on any third party.
12. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part(s) thereof shall be stricken from this Agreement and such provision shall not affect the legality, enforceability, or validity of the remainder of this Agreement.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the date and year written above.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Accept

Decline

Intern Name: Anandhan PY

Signature Anandhan PY 5/3/2022 10:35 AM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited T :+91 (80) 2844 0011

Doddakannelli F :+91 (80) 2844 0054

Sarjapur Road E :info@wipro.com

Bengaluru 560 035 W :wipro.com

India C :L32102KA1945PLC020800

Sensitivity: Internal & Restricted

23072661



March 4, 2022

Dear J SHARMILA YOHA MALAR,

Sub: Letter of Engagement as Intern

We are pleased to inform you that you have been selected for undergoing Internship in our organization Wipro Limited (Wipro) as Intern under the following terms and conditions:

1. Nature of Engagement

You will be engaged as an **Intern at Wipro.**

2. Duration of training

The duration of **internship** will be 10 to 16 weeks starting from March 10th. During this period, Wipro shall evaluate your performance. Unless Wipro extends the period of internship, in writing, solely at its discretion, your internship shall automatically stand terminated at the expiry of the internship period.

3. Verification Report

Your engagement with Wipro will be subject to receipt of satisfactory report with regard to verification of the particulars furnished by you in your application and information given at the time of Interview. If any declaration or information furnished to Wipro proves to be false or if you have wilfully suppressed any material information, in such case, you will be liable to removal from training without any notice.

4. Obligations and Responsibilities

- a. During your internship period, Wipro expects you to undergo training in any department / section in which you are placed with high standard of initiative and efficiency. You shall devote yourself exclusively for undergoing training. You shall not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly in any other trade or business (except as share-holder or debenture holder) during the training period without obtaining permission in writing from the appointing authority at Wipro. You will be governed by the service rules / standing orders, policies and regulations as may be promulgated by Wipro from time to time in relation to conduct, discipline and other matters. You will not seek membership of any local or public bodies without first attaining specific permission from the appointing authority at Wipro. You are expected to comply with the policies of Wipro including the Code of Business Conduct and other policies of Wipro as they form an integral part of the terms of your training with Wipro.

Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new Policies may be introduced and notified to employees/trainees from time to time and you will be required to comply with the same. Any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of Wipro and appropriate disciplinary action will be initiated.

- b. During the training period, if you conceive any new or advanced method of improving processes / formulae / systems in relation to the Business or Trade of Wipro, such developments will be fully communicated to Wipro and will be the sole property of Wipro. 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 Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro and in the course of your training. This covenant shall endure during your training and beyond the cessation of your training with Wipro.

- c. During the training period and thereafter, you will not pass onto anyone in writing or by word of mouth or otherwise, particulars or details of work, processes, technical know-how, research carried out, security arrangements, administrative and organization matters of confidential or secret nature, which you may come across during your training period or become known to you by virtue of your undergoing training in Wipro or otherwise.
- d. In connection with your internship and during the term of your internship, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

5. Posting

During your training period, you are liable to be transferred or assigned to training in any division / department / establishment or location at which Wipro or its associate companies have their offices or operation and whether at present existing or which may be set up in future at any time and at any place in India, without any increase in stipend. On such posting, you will be governed by the policies, rules and regulations as applicable in that Unit / Branch / Establishment.

6. Travel

You will be required to undertake travel as required by Wipro and you will be paid travel expenses as per Wipro rules.

7. Termination

Notwithstanding any of the clauses of this letter of engagement, Wipro reserves the right in its sole discretion of terminating this agreement during the training period without assigning any reason by giving one week's (7 days) notice or payment of one week's stipend, in lieu of notice.

8. Training Hours and Holidays

As an intern you will be called upon to undergo training during the hours and days as may be fixed by Wipro. Normally all Sundays will be weekly holidays together with all National and Festival Holidays observed by the establishment.

9. After completion / termination of internship

On completion / termination of internship, you will immediately surrender to Wipro all specifications, documents, literature, drawings, records etc. belonging to Wipro or relating to its Businesses and shall not take or retain any copies of the said items.

10. Date of commencement of training

In case the above terms and conditions are acceptable to you, you are required to return the duplicate copy of this letter of engagement within one week, duly signed by you, in token of your acceptance of the offer and report for training on or before the date of commencement of training. While reporting for training, please bring 3 copies of your latest passport size photographs and two copies each of your certificates and testimonials along with the originals. The original certificates will be returned to you after verification.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Endorsement:

- 1. I accept the terms and conditions stipulated in the above letter of engagement.**
- 2. I shall report for internship on**

ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I J SHARMILA YOHA MALAR, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- a. validating my curriculum vitae and retaining records on the same for any future reference/verification;
- b. processing my application for internship including background verification checks;
- c. Internship related actions including record keeping, processing training stipend and any action required in the context of my training with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

ANNEXURE II

CONFIDENTIALITY & NON-DISCLOSURE AGREEMENT

This non-disclosure agreement ("**Agreement**") is made on this the [] day of [] between

Wipro Limited, a public limited Company incorporated under the Indian Companies Act, 1913, and existing under the Indian Companies Act, 1956, having its registered office at Dodda Kannelli, Sarjapur Road, Bengaluru 560-035.

And

_____ [Name of the Intern], S/o / D/o _____,

Residing at _____

(Hereinafter referred to as "**Intern**" which expression shall mean and include his/her representatives in interest, assurers and guarantors).

WHEREAS:

The Intern has expressed his/her desire to be trained with Wipro for a period of _____ ("**Internship Period**");

Wipro has accepted the Intern's application subject to the Intern adhering to and complying with certain covenants governing his or her movement within Wipro premises, conduct, and other tasks whatsoever which they may be allotted from time;

During the term of the internship, the Intern may have access to certain information which may be proprietary and/or of confidential nature ("**Confidential Information**", as more particularly described below).

NOW THEREFORE in consideration of the Agreement herein by the parties hereto and such additional promises and understandings as are hereinafter set forth, the parties agree as follows:

1. For purposes of this Agreement, "**Confidential Information**" means, with respect to Wipro, any and all information in written, representational, electronic, verbal or other form that is disclosed to Intern by Wipro or which Intern becomes aware of in the course of the internship, including without limitation, information relating directly or indirectly to the present or potential business, operation or financial condition, pricing, legal cases pertaining Wipro, marketing plans or strategy, volumes, services rendered, customers' and suppliers' names or lists, any customer information, financial or technical or service matters or data of or relating to Wipro and any information identified as being proprietary and/or confidential and any information which might reasonably be presumed to be proprietary or confidential in nature, excluding any such information which (i) is known to the public (through no act or omission of Intern in violation of this Agreement); (ii) was known to Intern prior to its disclosure under this Agreement; or (iii) is required to be disclosed by governmental or judicial order, in which case Intern shall give Wipro prompt written notice, and use reasonable efforts to ensure that such disclosure is

accorded confidential treatment and also to enable Wipro to seek a protective order or other appropriate remedy.

2. Nothing contained hereunder shall be construed as creating, conveying, transferring, granting or conferring by Wipro on Intern any rights, license or authority in or to the Confidential Information.
3. Intern agrees and undertakes that he/she shall not disclose or make available to any person (including the Institute) reproduce or transmit in any manner, or use (directly or indirectly) for his/her own benefit or the benefit of others, any Confidential Information, including without limitation, the use of the Confidential Information in any thesis or report required to be submitted by Intern under any course. Intern undertakes that he/she will not, without prior written consent of Wipro, use any Confidential Information in any of her future projects or presentations for any person, including the institute, nor shall he/she use any of the Confidential Information in his/her resumes or any application for prospective employment.
4. Intern shall use and/or protect the Confidential Information received by him/her with utmost degree of care and diligence.
5. Intern agrees that upon (i) termination/expiry of Internship Period, or (ii) at any time during its currency, or (iii) on Intern ceasing to be an Intern of Wipro, Intern shall promptly deliver to Wipro the Confidential Information and copies thereof in his/her possession or under his/her direct or indirect control, and shall destroy all memoranda, notes and other writings prepared by him/her or his/her subordinates based on the Confidential Information.
6. Intern acknowledges that the Confidential Information coming to his/her knowledge may relate to and/or have implications regarding the future strategies, plans, business activities, methods, processes and or information of Wipro or its affiliated companies which could afford third parties certain competitive and strategic advantage. Intern shall ensure that the use of such Confidential Information by the Intern shall not jeopardize or adversely affect in any manner such future strategies, plans, business activities, methods, processes, information, and/or competitive and strategic advantage of Wipro.
7. Intern acknowledges the quantum of damages and/or losses that Wipro may suffer as a result of the breach of this Agreement by the Intern and therefore, agrees to indemnify and keep indemnified Wipro against all loss or damage, which Wipro may suffer as a result of any such breach.
8. Intern hereby acknowledges and agrees that in the event of a breach or threatened breach by Intern of the provisions of this Agreement, Wipro shall without prejudice to any of its rights under this Agreement or in law have the right to claim damages and shall also be entitled to injunctive relief against such breach or threatened breach by Intern.
9. No failure or delay by Wipro in exercising or enforcing any right, remedy or power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise or enforcement of any right, remedy or power preclude any further exercise or enforcement thereof or the exercise of enforcement of any other right, remedy or power.
10. This Agreement will be governed exclusively by the laws of India and, jurisdiction shall be vested exclusively in the courts at Bengaluru. This Agreement shall not be amended, assigned or transferred by either party without obtaining the written consent of Wipro.
11. The obligations of confidentiality shall survive the expiry or termination of the internship. Nothing in this Agreement is intended to confer any rights/remedies under or by reason of this Agreement on any third party.
12. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part(s) thereof shall be stricken from this Agreement and such provision shall not affect the legality, enforceability, or validity of the remainder of this Agreement.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the date and year written above.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Accept

Decline

Intern Name: J SHARMILA YOHA MALAR

Signature J SHARMILA YOHA MALAR 4/3/2022 2:25

PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited

T :+91 (80) 2844 0011

Doddakannelli

F :+91 (80) 2844 0054

Sarjapur Road

E :info@wipro.com

Bengaluru 560 035

W :wipro.com

India

C :L32102KA1945PLC020800

Sensitivity: Internal & Restricted

23074061



APPOINTMENT LETTER

January 31, 2022

Dear Kaushika Lakshmi K N,

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

1. Appointment Details:

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

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.
- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
 - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

- a. 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 maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are

declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.
- d. Your appointment shall be treated as withdrawn in case:
 - i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
 - v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue

the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

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

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

Yours sincerely,
For **Wipro Limited**,



Aparna Shailen
General Manager - Human Resources

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

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do

business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: polyclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to

“UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

- a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
- b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
- c. Unauthorized disclosure or communication of UPSI.
- d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company’s Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Kaushika Lakshmi K N, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited (‘Wipro’) for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- b. processing my job application including background verification checks;
- c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Kaushika Lakshmi K N

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

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

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

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
- b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

- a. you being "active" in the services of the company through to retention date as applicable
- b. your employment has not been terminated for poor performance or for cause prior to retention date
- c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

- a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.
- b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.
- d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim

amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

- a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.
- b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Accept

Decline

Signature [Kaushika Lakshmi K N 31/1/2022 2:12 PM](#)

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited T :+91 (80) 2844 0011

Doddakannelli F :+91 (80) 2844 0054

Sarjapur Road E :info@wipro.com

Bengaluru 560
035 W :wipro.com

India C :L32102KA1945PLC020800

23074103

MLGround

(Personal & Confidential)

21 January 2022

Intern Offer No: MLG-ML-Int-391

To,
Mr. Sibi Vishtan,

Sub: Internship Offer

Dear Sibi Vishtan,

I am pleased to confirm your acceptance of an internship position as Machine Learning Intern in the 'Machine Learning Ground' starting from **21 January 2022** as per terms & conditions detailed in Annexure I.

We welcome you to the MLGround family and look forward to a long and mutually rewarding association.

Thanking you
Sincerely,

Prudhvi Nath
HR
MLGround

Annexure I

Internship Terms and Conditions

Your internship is expected for a period of **3 months** starting from **21 January 2022**. However, your internship with the Company is “at-will,” which means that either you or the Company may terminate your internship, with or without cause and with **1 week** prior written notice.

During your internship, you may have access to trade secrets and confidential business information belongs to the Company. By accepting this offer, you acknowledge that you must keep all this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon completion of your internship, you will immediately return to the Company all its property, equipment, and documents, including electronically stored information.

- ❖ You must attend all the meetings and calls through your laptop.
- ❖ You need to be available for 6 hours per day.
- ❖ You should be active on Hangouts.
- ❖ You need to notify us two weeks before you quit the company.

By accepting this offer, you agree that throughout your internship, you will observe all policies and practices governing the conduct of our business and employees, including our policies prohibiting discrimination and harassment. This letter sets forth the complete offer we are extending to you and supersedes and replaces any prior inconsistent statements or discussions. It may be changed only by a subsequent written agreement.

If any of your statements is found to be false, then this offer may be treated by the company as withdrawn.

As an intern you will receive “temporary employment” status. As a temporary employee, you will not receive any of the employee benefits that regular Company employees receive.

You understand that participation in the internship program is not an offer of employment, and successful completion of the internship may entitle your employment with the Company, if the performance is satisfactory.

I hope that your association with the Company will be successful and rewarding. Please indicate your acceptance of this offer by signing below and returning it to us.

Job Type: Full Time Internship.

MLGround

Location: Work from Home (WFH)/Hyderabad*.

<p>For Machine Learning Ground</p> <p>Prudhvi Nath <i>HR</i></p>	<p>I accept the offer MLG-ML-Int-397 as <i>Machine Learning Intern</i> starting on 21 January 2022 as per the terms and conditions mentioned above</p> <p style="text-align: right;">Sibi Vishtan TT Signature</p>
---	--

MLGround

Declaration:

I hereby declare and affirm that I have carefully studied and understood the terms and conditions of service, which have been explained to me in a language understood by me, and I accept to abide by the said terms and conditions.

Place:

Date:

Signature of Acceptance: Sibi Vishtan TT

Name: Sibi Vishtan



Internship Offer Letter

Ref: TCSL/AIP 2021-22/Winter/DT20218103238

Date: 27-Jan-2022

**Valliammai
K.L.N.College of engineering
valliammai102000@gmail.com**

Dear **Valliammai** ,

Sub: Internship Offer

We are pleased to offer you internship in Tata Consultancy Services (TCS) with the following terms and conditions:

1. The tentative start date is 7-Feb-2022 and end date is 9-May-2022. These dates can be changed in discussion with the Project Guide
2. You will be assigned a Project Guide under whose supervision you will work on the project assigned to you.
3. You shall complete your project in accordance with the requirements and guidance of the TCS Project Guide, and maintain qualitative standards as required. You will maintain the discipline, dignity, honor and goodwill of TCS.
4. The arrangement is not that of an employer and an employee and as such you shall not be eligible to any allowances or other benefits as may be available to the employees of TCS.
5. You will observe the rules & regulations and discipline of TCS, and also maintain complete confidentiality and secrecy of the matters pertaining to TCS and/or any data that has been provided to you in the course of your project work. The detailed terms of Confidentiality, Data and Intellectual Property Protection are enclosed as Annexure A. You will be permitted to attend any classes in the college / university at the discretion of the Project Guide if so called for during the period of your project assignment.
6. On completion of your internship you will be required to submit a copy of your project report, which will be the sole property of TCS.
7. You shall not undertake any internship in parallel with this internship
8. In the event of any misconduct or breach of terms of this internship on the part of the Intern during the internship period, TCS reserves the right to terminate internship without any notice.
9. This offer of Internship will be governed as per the Laws of India.

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



You are required to sign and return a copy of this Internship Offer letter and the Annexure towards your acceptance of the terms and conditions stated therein.

For Tata Consultancy Services

A handwritten signature in blue ink that reads 'Chandra Koduru'.

Chandra Koduru

Head, Academic Interface Programme

Accepted,

Name of the Intern: Valliammai

Date:

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Annexure A

Confidentiality, Data and Intellectual Property Protection

1. Confidential Information

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

- a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Intern in the course of or in connection with or arising out of the Intern’s association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,
- b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).
- c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,
- d) Customer and prospective customer lists, and
- e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Intern in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Intern.

2. Intern’s Obligations

Intern agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Intern agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly any Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person

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having a valid contract with TCS. Upon termination of employment, the Intern agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

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

4. Prior knowledge

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

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5. Use of Third-Party material

Intern expressly agrees that he or she shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS;

- a) Use any Third-Party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.
- b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if he or she has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;
 - i. Intern has expressly declared to TCS in a prescribed form whether such exposure was owing to publicly available information or under and subject to any agreement; AND
 - ii. TCS has expressly confirmed to the Intern that TCS has proper authorization or license or approval of the respective owner of such Third-Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Intern's participation in such activity.
- c) Knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Intern access or is exposed to any such Third-Party IP during such association, Intern shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity.

6. Security policies and Guidelines

- 6.1 Intern agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.
- 6.2 Intern acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Intern will have access to, obtain or come across personal

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data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively “Personal Data and Information”) within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained, acquired or processed by Intern for and on behalf of TCS, its affiliates or Clients, Intern undertake that he/she will:

- a) Process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;
- b) Abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;
- c) Promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a “Security Breach”);
- d) Promptly provide TCS with all information in Intern’s notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS’ prior written consent;
- e) Not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;
- f) Upon expiry or termination of Intern’s engagement with TCS, return all copies of the Personal Data and Information to TCS in Intern’s possession or control; and
- g) Promptly bring to TCS’ notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Intern expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Intern’s Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use Third-Party services or sub-contractors to collect or otherwise process Intern’s Personal Data and Information for which TCS shall remain responsible for

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such Third-Party services provider or sub-contractor's compliance with TCS' obligations hereunder.

7. Working in SBWS™ Framework

Intern may be required to work in TCS or its Client's premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy. Intern understands that working in this hybrid environment may have higher confidentiality and information security risks. Intern acknowledges that when working remotely the Intern:

- a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.
- b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.
- c) will bring to the notice of HR of the Unit to any circumstances that prevent Intern from working in a manner consistent with TCS data privacy and security policies/protocols.
- d) will inform the HR of the Unit if the Intern shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision;
- e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.
- f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).
- g) will not allow anybody to share the official asset being used
- h) where allowed to use personal workstation/laptop or similar computing device (together called "personal asset") to connect to TCS network/customer network, Intern will ensure that he/she fully complies with obligations under this Confidentiality, IP Protection / Non-Disclosure Agreement and adheres to the security best practices that is generally followed and ensure that Intern's access to TCS / TCS Client systems is in line with the approved model. The Intern further agrees that by seeking permission to use a personal asset, the Intern implicitly authorizes the Company to have unhindered access to run scans / forensics, should there be justified reasons to do so.

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8. Restriction on Intern's Rights

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

9. No License

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

10. Equitable Rights

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

11. General

- a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.
- b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1996 or any modifications or re-enactment thereof. Intern confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the

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above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

- c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.
- d) This Confidentiality clause along with other documents executed by Intern or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.
- e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.
- f) The obligations of Intern in terms of this Confidentiality clause shall continue during the term of or in the course of the internship of the Intern with TCS and shall continue thereafter in perpetuity.

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Date: 08-Sep-2021

Name of the Student: Arun Balaji R

Name of the College: K.L.N. College of Engineering

Letter of Intent to Hire

This letter is evidence that you have successfully completed our selection process for the "Trainee - SAP Sergeant" role,

With reference to your participation in the on-campus hire process, and subsequent interview you had with us, we are happy to extend an **Intent to hire letter**.

The offer Letter will be issued after your successful completion of your academic coursework in compliance with our recruitment criteria of **80% in 10th Std, 80% in 12th Std and 80% in Engineering score without history or standing arrears**. Employment is subject to you being medically fit, and subject to satisfactory references, background verifications.

You are required to take up internship training program for **6 months** subject to the market conditions and you are eligible for a stipend amount of **Rs. 10000/-** per month. The internship program will start sometime between November 2021 and February 2022.

Upon successful completion of internship program, you will be on probation period for **6 months** during this period you will undergo various classroom and On-Job-Training. Your monthly stipend for the **first 3 months** will be **Rs. 15,000/-** (Rupees Fifteen Thousand Only) and from **4th month** onwards the stipend will be **Rs. 20,000/-** (Rupees Twenty Thousand Only). Probation confirmation will be on the 7th Month, and it will be based on your performance in the continuous assessments during the training period. After successful review and completion of probation, your salary from **7th month** onwards will fall under **Rs. 650000** (Rupees Six Lakhs and Fifty Thousand Only) Annual CTC. All the salary components will be subject to statutory compliance. The details are enclosed in the annexure.

We will be issuing the offer letter at the time of Joining.

The DOJ is subject to business requirement and market conditions. Your Joining batch and the date will be communicated by Human Resource Department separately

You will be required to sign a Proprietary Information and Inventions agreement on joining. Your employment with us will be governed by the terms and conditions of the organization.

We welcome you to Kaar Technologies and look forward to a long and mutually rewarding association with you.

Yours Sincerely,

For Kaar Technologies India Pvt Ltd.,

Authorized Signatory.

I accept the above terms and conditions.

Candidate Signature
Date
Date of Joining

9/09/2021

Compensation Structure Details:

The details of your Compensation Structure are given below:

Basic- Basic salary means monthly fixed salary excluding all the allowance, perks, and benefits payable to the employee. It would be fully taxable in the hands of the employee.

HRA- 50% of basic would be paid to employee towards HRA. Tax exemption can be availed on this compensation as per rules of HRA in the Income Tax Act.

Flexi Benefit Allowance (FBA)- The Flexi Benefit Allowances will be paid to you as part of your salary every month. The components are as follows: Leave Travel Allowance, Children's Education Allowance, Children Hostel Allowance, Professional Development (Academic expenses, Books & periodicals) and Telephone & Internet reimbursement.

You have the flexibility of changing the amounts under each of the above-mentioned heads, within your FBA, according to your preferences and income tax plans. Taxation will be governed by the Income Tax rules. Kaar will be deducting tax at source as per income tax guidelines.

Performance Variable Pay – Payable based on the prevailing Variable Pay Policy in the Organization. (Subject to Change).

Provident Fund – Provident fund will be governed as per the statutory act.

Gratuity – Gratuity amount shown in the annexure in approximation of your eligibility and final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company Policy.

Insurance: – You will be eligible for following benefits, which will be governed by Company policy:

1. Medical Insurance for self, spouse and 2 dependent children up to **Rs. 200000/-** per annum. Premium for this is included in CTC.
 - a. You have the option of availing Kaar Negotiated rates to cover your parents, parents in-law and any additional child under a separate Insurance plan up to **Rs. 400000/-** per annum. The entire premium for this will have to borne by you. This plan allows for coverage of pre-existing ailments.
 - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
 - 10% of such claim for self, spouse, 2 dependent children. (Subject to change)
 - 20% of such claims for parents, parents in-law and additional children under the separate insurance plan. (Subject to change)
2. Life Insurance coverage equivalent to your annual fixed compensation within minimum cover of **Rs. 3000000/-**

ANNEXURE

Name: Arun Balaji R
Designation: Trainee
Band: II-D

Compensation Structure in Rs.	Annual	Monthly
Basic	260000	21667
HRA	130000	10833
Flexi Benefit Allowance	218900	18242
Gross Salary	543900	50742
Employer's Contribution to PF	21600	1800
Gratuity	13000	NA
Medical Insurance	6500	NA
Annual Cost to Company	650000	

Date: 11th March 2022

Dear Varun Bharadwaj,

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.

Varun, 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: _____



March 15, 2022
Mr Kamalesh T K
Chennai

Internship Letter

We congratulate you for going through multiple assessments and being selected in the interview process conducted by Thirdware for the freshers drive. It is our great pleasure to offer you an Internship for the position of Software Engineer at Thirdware Technical Services - (A Div of Thirdware Solution Limited). We welcome you to be a part of Thirdware team and to experience an environment of mutual learning and growth. Listed below are the terms and conditions of the Internship as agreed upon.

1. The Internship will be effective from the date of joining i.e., March 21, 2022.
2. You will be required to follow direction of the Training Manager/Reporting Manager.
3. You will observe all applicable rules, regulations, instructions, procedures and directives of the Organization as laid down in the Employee Handbook.
4. Your monthly compensation during the Internship period will be INR 20,000. This does not include taxes and you will be required to submit your monthly approved timesheet along with an invoice to claim your Internship stipend. There are no benefits during the Internship period including paid leave and health insurance.
5. During your Internship period, in case you are absent from work without prior intimation, you will be entitled for loss of pay. Moreover if you are absent from work without prior information for 3 or more days, Thirdware reserves the right to terminate the internship with immediate effect
6. You will refrain from any conduct that would adversely reflect on the Thirdware Technical Services - (A Div of Thirdware Solution Limited) or on the receiving department/office and will not engage in any activity which is incompatible with the aims and objectives of the Thirdware Technical Services - (A Div of Thirdware Technical Services)
7. During your internship period, you may be entrusted with confidential information with regard to the Company and/or its affiliates, its customers and suppliers. You shall maintain confidentiality of all such information and without obtaining written consent of the Company, shall not disclose any such confidential information with anybody.
8. At any point of time during the Internship, either Thirdware or you, can terminate the Internship, with or without cause upon one months advance notice. Also Thirdware reserves the right to terminate this Internship immediately and without advance notice in the event you commit an act constituting misconduct.
9. Upon successful completion of your Engineering degree and submission of Provisional Certificate and Consolidated mark sheet to HR, your Internship will be converted into Employment via Appointment Letter. You will then be eligible for an Annual Compensation of INR 4,00,000 and various other benefits as an Employee of the Company. We are expecting that you will be able to provide the mentioned documents latest by December 15, 2022.

Thirdware Technical Services

(A Div of Thirdware Solution Limited)

9F1 & 9F4, Block 10, DLF IT Park, Shivaji Garden, Nandambakkam Post, Ramapuram, Mount Poonamallee Road, Chennai- 600089, India

CIN: U72900MH1995PLC089765



10. If, for any reason you are unable to clear your exams, you have responsibility of informing the HR immediately. In such instance, the Internship will be terminated with immediate effect. Any delay from your side in communicating the same will be treated as misconduct.

Please feel free to contact us if you have any questions. We look forward to having you onboard and wish you a successful career at Thirdware Technical Services - (A Div of Thirdware Technical Services)

**For Thirdware Technical Services
(A Div of Thirdware Solution Limited))**

Sincerely

DocuSigned by:

Vijay Krishnan
9BE5C6496194488...

Vijay Krishnan
Senior Vice Presiden – Global Shared Services

DocuSigned by:

Kamalesh

538B0A624C13401...

Kamalesh T K

Thirdware Technical Services

(A Div of Thirdware Solution Limited)

9F1 & 9F4, Block 10, DLF IT Park, Shivaji Garden, Nandambakkam Post, Ramapuram, Mount
Poonamallee Road, Chennai- 600089, India

CIN: U72900MH1995PLC089765

Date: 10th March 2022

Dear Apoorva Devi 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.

Apoorva, 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: M. Apoorva Devi

Name: M. APOORVA DEVI

Date: 11th March 2022



SOLVERMINDS
SOLUTIONS AND TECHNOLOGIES
PRIVATE LIMITED

14-Mar-2022

Dear Vinitha V,

Congratulations!!! We are pleased to inform that you have been shortlisted for the position of "Intern".

Your internship period starts from **14 Mar 2022** with a stipend of **INR 15000 per month** for a period of six months. Your work location will be Chennai- Siruseri. You may need to report to office on daily basis.

Work timings – 9.30 AM – 6.30 PM.

You will be part of a scheduled training program. This training will comprise of both theoretical and practical assessments as per our business needs. Upon your successful completion of this program and your graduation, you will receive your Appointment Letter as a Trainee Programmer with the detailed break up of your annual salary and other terms and conditions of your appointment with Solverminds.

As informed during the interview, there shall be a lock – in period of three years from your date of joining including six months of internship wherein you shall not terminate your employment and leave Solverminds. You agree and acknowledge that the entire premise of agreeing to pay the Gross Emoluments and admitting for the training programme is on the condition that you shall not terminate your appointment for a period of 3 years as aforesaid.

Appreciate your confirmation & acceptance by acknowledging the same
Yours sincerely,

For SOLVERMINDS SOLUTIONS AND TECHNOLOGIES PVT. LTD.

Reena Bajaj
Head of Transformation – Human Resources

I hereby accept the above terms and conditions.

Date : 15 - 03 - 2022

Signature : V.Vinitha



SOLVERMINDS
SOLUTIONS AND TECHNOLOGIES
PRIVATE LIMITED

Name : Vinitha V

Annexure B

Assignment of Intellectual Property Rights: The employee agrees and acknowledges that the Company shall be the sole, absolute and perpetual owner of the 'Intellectual Property' including the Copyright, Patents, Trade Marks, Confidential Information which may be created, generated, invented, etc. or added to the existing Intellectual Property of the Company during the tenure of the employment of the employee. In any case for avoidance of doubt, the employee hereby assigns absolutely and irrevocably and in perpetuity, the present as well as future, and for the territory of the entire World, without any limitation on exploitation of whatsoever nature, for the entire term, all the Copyright, inventions, confidential information etc. and all related and incidental rights thereto in favour of the Company, which may be created or generated or added to the existing Intellectual Property of the Company, during the term of the employment by the employee, for the consideration of the salary received by the employee and training and other facilities provided by the Company to the employee, receipt of which is confirmed by the employee hereby. The employee confirms that no Intellectual Property or related or incidental right thereto of whatsoever is retained by the employee and the same shall vest absolutely and irrevocably with the Company. The employee shall make disclosure of the invention to the Company immediately, irrespective of the location of the work of the employee. The employee shall not make any adverse claim, or caused to be made, against the Company to claim any Intellectual Property or related or incidental right thereto and the same shall remain the property of the Company.

Non-Disclosure and Confidentiality: The Company is the sole and absolute owner of 'The Confidential Information' which includes all the copyright, patents and details thereof, all inventions, data base, research and development, new product development and planning, plans, delivery methods, technical data, trade secrets, Company materials, know-how, algorithms, computer programs, analytics solutions, software (used, developed or licensed), knowledge, information, formulae, processes, methods, compositions, product plans or products or services and markets thereof, customer lists and customers, source code,

developments, inventions, processes, technology, designs, drawings, engineering, hardware configuration information, marketing, finances or other Business information, ideas or documents, whether written or oral, concerning the business and affairs of the Company or any of its dealings, transactions or affairs of the Company or anticipated business activities, financial affairs of the Company or any of its subsidiaries or associates or other businesses or entities, designs, proposals, marketing, sales and other plans, financial information, methods of doing business, costs, pricing information, customer contacts, the names, addresses and requirements and demands of customers and all concepts or ideas in or related to the business of the Company, information of any kind, nature or description concerning any matter affecting or relating to the business or business methods, techniques or manner of operation of the Company or any of its customers, any and all media, diaries, notes and notebooks, demonstration materials, programs, drawing, designs, effects, articles, plans, proposals, financial statements and supporting information, books and records, documents, memoranda, reports, files, samples, books, blue prints, reproductions, any data, tables, calculations, contracts, agreements, price, correspondence (including those addressed to you by the Company or received by you for and on behalf of the Company), equipment, address and other lists and other written and graphical records pertaining to or containing any Business information, or any extract, summary, digest or embodiment thereof and all other incidental and related information thereto etc. The Confidential Information is not in the public domain and the employee confirms the same and the disclosure of the Confidential Information and/or access to and knowledge of the same will be provided and given to the employee by the Company by virtue of the employment under the present Agreement, which knowledge, disclosure and access the employee shall otherwise will nothave.

The employee shall not directly or indirectly disclose, display, provide, transfer, or otherwise make available all or any part of the Proprietary/Confidential Information to any person or entity at any time during the period in which the employee has access to the Proprietary/Confidential Information or anytimethereafter.

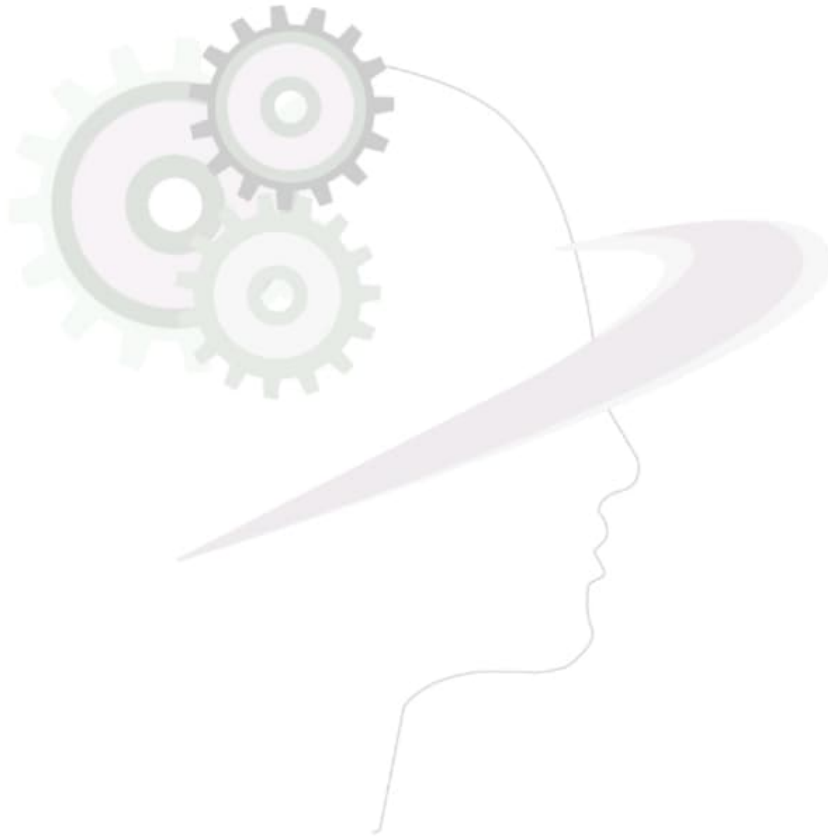
I have read this annexure carefully and I understand and accept the obligations, which it imposes upon me without reservation.

Signature: V.Vinitha
Name: Vinitha V

Date: 15 - 03 - 2022



SOLVERMINDS
SOLUTIONS AND TECHNOLOGIES
PRIVATE LIMITED



Date: 11th March 2022

Dear Sabarish Kumar S,

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.

Sabarish, 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: _____

From

B. S. Deepthy (184114),

CSE-A, 8th semester, IV year;

K.L.N College of Engineering,
Pottapalayam, Sivagangai.

To

HOD of CSE Department;

K.L.N College of Engineering, Pottapalayam,
Sivagangai.

Subject: Request for OD permission to attend the Internship
Requested Sir/Madam

With due respect, My Name is Deepthy B.S. from CSE department, having roll number 184114

I am writing this letter to request permission for attending an internship. I recently got selected in Solveminds Solutions and technologies. The duration of the Internship are 3 Months (i.e. March 2022 - May 2022).

I Request you to grant me permission for the same.

Look forward to your kind Consideration.

Yours Sincerely,
Deepthy B.S.

CSE-A IV year
184114

Parent's Signature

B.R. Narayan



April 1, 2022

Dear ARUN KUMAR,

Sub: Letter of Engagement as Intern

We are pleased to inform you that you have been selected for undergoing Internship in our organization Wipro Limited (Wipro) as Intern under the following terms and conditions:

1. Nature of Engagement

You will be engaged as an **Intern at Wipro.**

2. Duration of training

The duration of **internship** is **3 months** starting from **6th April 2022**. During this period, Wipro shall evaluate your performance. Unless Wipro extends the period of internship, in writing, solely at its discretion, your internship shall automatically stand terminated at the expiry of the internship period.

3. Verification Report

Your engagement with Wipro will be subject to receipt of satisfactory report with regard to verification of the particulars furnished by you in your application and information given at the time of Interview. If any declaration or information furnished to Wipro proves to be false or if you have wilfully suppressed any material information, in such case, you will be liable to removal from training without any notice.

4. Obligations and Responsibilities

- a. During your internship period, Wipro expects you to undergo training in any department / section in which you are placed with high standard of initiative and efficiency. You shall devote yourself exclusively for undergoing training. You shall not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly in any other trade or business (except as share-holder or debenture holder) during the training period without obtaining permission in writing from the appointing authority at Wipro. You will be governed by the service rules / standing orders, policies and regulations as may be promulgated by Wipro from time to time in relation to conduct, discipline and other matters. You will not seek membership of any local or public bodies without first attaining specific permission from the appointing authority at Wipro. You are expected to comply with the policies of Wipro including the Code of Business Conduct and other policies of Wipro as they form an integral part of the terms of your training with Wipro.

Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new Policies may be introduced and notified to employees/trainees from time to time and you will be required to comply with the same. Any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of Wipro and appropriate disciplinary action will be initiated.

- b. During the training period, if you conceive any new or advanced method of improving processes / formulae / systems in relation to the Business or Trade of Wipro, such developments will be fully communicated to Wipro and will be the sole property of Wipro. 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 Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by Wipro and in the course of your training. This covenant shall endure during your training and beyond the cessation of your training with Wipro.

- c. During the training period and thereafter, you will not pass onto anyone in writing or by word of mouth or otherwise, particulars or details of work, processes, technical know-how, research carried out, security arrangements, administrative and organization matters of confidential or secret nature, which you may come across during your training period or become known to you by virtue of your undergoing training in Wipro or otherwise.
- d. In connection with your internship and during the term of your internship, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

5. Posting

During your training period, you are liable to be transferred or assigned to training in any division / department / establishment or location at which Wipro or its associate companies have their offices or operation and whether at present existing or which may be set up in future at any time and at any place in India, without any increase in stipend. On such posting, you will be governed by the policies, rules and regulations as applicable in that Unit / Branch / Establishment.

6. Travel

You will be required to undertake travel as required by Wipro and you will be paid travel expenses as per Wipro rules.

7. Termination

Notwithstanding any of the clauses of this letter of engagement, Wipro reserves the right in its sole discretion of terminating this agreement during the training period without assigning any reason by giving one week's (7 days) notice or payment of one week's stipend, in lieu of notice.

8. Training Hours and Holidays

As an intern you will be called upon to undergo training during the hours and days as may be fixed by Wipro. Normally all Sundays will be weekly holidays together with all National and Festival Holidays observed by the establishment.

9. After completion / termination of internship

On completion / termination of internship, you will immediately surrender to Wipro all specifications, documents, literature, drawings, records etc. belonging to Wipro or relating to its Businesses and shall not take or retain any copies of the said items.

10. Date of commencement of training

In case the above terms and conditions are acceptable to you, you are required to return the duplicate copy of this letter of engagement within one week, duly signed by you, in token of your acceptance of the offer and report for training on or before the date of commencement of training. While reporting for training, please bring 3 copies of your latest passport size photographs and two copies each of your certificates and testimonials along with the originals. The original certificates will be returned to you after verification.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Endorsement:

- 1. I accept the terms and conditions stipulated in the above letter of engagement.**
- 2. I shall report for internship on**

ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I ARUN KUMAR, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- a. validating my curriculum vitae and retaining records on the same for any future reference/verification;
- b. processing my application for internship including background verification checks;
- c. Internship related actions including record keeping, processing training stipend and any action required in the context of my training with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

ANNEXURE II

CONFIDENTIALITY & NON-DISCLOSURE AGREEMENT

This non-disclosure agreement ("**Agreement**") is made on this the [] day of [] between

Wipro Limited, a public limited Company incorporated under the Indian Companies Act, 1913, and existing under the Indian Companies Act, 1956, having its registered office at Dodda Kannelli, Sarjapur Road, Bengaluru 560-035.

And

_____[Name of the Intern], S/o / D/o

Residing at _____

(Hereinafter referred to as "**Intern**" which expression shall mean and include his/her representatives in interest, assurers and guarantors).

WHEREAS:

The Intern has expressed his/her desire to be trained with Wipro for a period of _____ ("**Internship Period**");

Wipro has accepted the Intern's application subject to the Intern adhering to and complying with certain covenants governing his or her movement within Wipro premises, conduct, and other tasks whatsoever which they may be allotted from time;

During the term of the internship, the Intern may have access to certain information which may be proprietary and/or of confidential nature ("**Confidential Information**", as more particularly described below).

NOW THEREFORE in consideration of the Agreement herein by the parties hereto and such additional promises and understandings as are hereinafter set forth, the parties agree as follows:

1. For purposes of this Agreement, "**Confidential Information**" means, with respect to Wipro, any and all information in written, representational, electronic, verbal or other form that is disclosed to Intern by Wipro or which Intern becomes aware of in the course of the internship, including without limitation, information relating directly or indirectly to the present or potential business, operation or financial condition, pricing, legal cases pertaining Wipro, marketing plans or strategy, volumes, services rendered, customers' and suppliers' names or lists, any customer information, financial or technical or service matters or data of or relating to Wipro and any information identified as being proprietary and/or confidential and any information which might reasonably be presumed to be proprietary or confidential in nature, excluding any such information which (i) is known to the public (through no act or omission of Intern in violation of this Agreement); (ii) was known to Intern prior to its disclosure under this Agreement; or (iii) is required to be disclosed by governmental or judicial order, in which case Intern shall give Wipro prompt written notice, and use reasonable efforts to ensure that such disclosure is

accorded confidential treatment and also to enable Wipro to seek a protective order or other appropriate remedy.

2. Nothing contained hereunder shall be construed as creating, conveying, transferring, granting or conferring by Wipro on Intern any rights, license or authority in or to the Confidential Information.
3. Intern agrees and undertakes that he/she shall not disclose or make available to any person (including the Institute) reproduce or transmit in any manner, or use (directly or indirectly) for his/her own benefit or the benefit of others, any Confidential Information, including without limitation, the use of the Confidential Information in any thesis or report required to be submitted by Intern under any course. Intern undertakes that he/she will not, without prior written consent of Wipro, use any Confidential Information in any of her future projects or presentations for any person, including the institute, nor shall he/she use any of the Confidential Information in his/her resumes or any application for prospective employment.
4. Intern shall use and/or protect the Confidential Information received by him/her with utmost degree of care and diligence.
5. Intern agrees that upon (i) termination/expiry of Internship Period, or (ii) at any time during its currency, or (iii) on Intern ceasing to be an Intern of Wipro, Intern shall promptly deliver to Wipro the Confidential Information and copies thereof in his/her possession or under his/her direct or indirect control, and shall destroy all memoranda, notes and other writings prepared by him/her or his/her subordinates based on the Confidential Information.
6. Intern acknowledges that the Confidential Information coming to his/her knowledge may relate to and/or have implications regarding the future strategies, plans, business activities, methods, processes and or information of Wipro or its affiliated companies which could afford third parties certain competitive and strategic advantage. Intern shall ensure that the use of such Confidential Information by the Intern shall not jeopardize or adversely affect in any manner such future strategies, plans, business activities, methods, processes, information, and/or competitive and strategic advantage of Wipro.
7. Intern acknowledges the quantum of damages and/or losses that Wipro may suffer as a result of the breach of this Agreement by the Intern and therefore, agrees to indemnify and keep indemnified Wipro against all loss or damage, which Wipro may suffer as a result of any such breach.
8. Intern hereby acknowledges and agrees that in the event of a breach or threatened breach by Intern of the provisions of this Agreement, Wipro shall without prejudice to any of its rights under this Agreement or in law have the right to claim damages and shall also be entitled to injunctive relief against such breach or threatened breach by Intern.
9. No failure or delay by Wipro in exercising or enforcing any right, remedy or power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise or enforcement of any right, remedy or power preclude any further exercise or enforcement thereof or the exercise of enforcement of any other right, remedy or power.
10. This Agreement will be governed exclusively by the laws of India and, jurisdiction shall be vested exclusively in the courts at Bengaluru. This Agreement shall not be amended, assigned or transferred by either party without obtaining the written consent of Wipro.
11. The obligations of confidentiality shall survive the expiry or termination of the internship. Nothing in this Agreement is intended to confer any rights/remedies under or by reason of this Agreement on any third party.
12. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part(s) thereof shall be stricken from this Agreement and such provision shall not affect the legality, enforceability, or validity of the remainder of this Agreement.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the date and year written above.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Accept

Decline

Intern Name: ARUN KUMAR

Signature ARUN KUMAR 4/1/2022 9:39 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited

T :+91 (80) 2844 0011

Doddakannelli **F** :+91 (80) 2844 0054

Sarjapur Road

E :info@wipro.com

Bengaluru 560 035

W :wipro.com

India

C :L32102KA1945PLC020800

Sensitivity: Internal & Restricted

23076614

Internship Offer Letter

Date: 5-02-2022

Dinesh A
5/1 shastri 2nd street
Sivagangai 630561.

Dear Dinesh A,

Here at BHIVE TECHNOLOGIES we are pleased to offer you an Internship opportunity within our App Development department. The following information will detail the offer.

Start Date: 01-02-2022

End Date: 01-07-2022

Stipend: 5000 per month.

Manager: Mr. Pranav.

Benefits: Learning about Android & iOS App Development.

The offer is dependent on a successful completion of a background check.

We look forward to seeing you begin your journey with BHIVE TECHNOLOGIES and lookforward to a successful internship.

Respectfully,



(R.C. NAVEEN RAJ)
Signatory Authority

Internship Offer Letter

Date: 5-02-2022

AKASH P
255C/4, Vowal Thottam,
Kodikulam,
Madurai 625104.

Dear Akash P,

Here at BHIVE TECHNOLOGIES we are pleased to offer you an Internship opportunity within our Android App Development department. The following information will detail the offer.

Start Date: 01-02-2022

End Date: 01-07-2022

Stipend: 5000 per month.

Manager: Mr.Gopal

Benefits: Learning about Android & iOS App Development.

The offer is dependent on a successful completion of a background check.

We look forward to seeing you begin your journey with BHIVE TECHNOLOGIES and lookforward to a successful internship.

Respectfully,



(R.C. NAVEEN RAJ)
Signatory Authority