



MEGHA

ELECTRICAL SERVICES

"A" Class Govt. Approved Electrical Contractor & Engineers

❖ Electrical Turnkey Project
❖ Transformer Oil Filtration
❖ All Electrical Testing Facility

❖ H.T./L.T. Electrification
❖ Transformer Repairing
❖ Mfg. Of all Type Panneis

❖ MSEDCL Licesing
❖ Monthly Maintenance Contract
❖ Mfg. Of all Type Cable Tray

❖ H.T. Line Material Supplier
❖ VCB Repairing & Errection
❖ All type Motor Rewinding

LETTER OF EMPLOYMENT

Date: 17thNov-2020
Mr. Amol Shrimant Vaidya,
Tq Paithan, Aurangabad

Sub: Letter of Appointment for the position of **Jr Electrical Engineer**

Dear Mr. Amol Vaidya

With reference to your application and subsequent interview and discussions, Megha Electricals is pleased to make you an offer for the position of **Jr Electrical Engineer** upon the terms and conditions mentioned below:

TERMS AND CONDITIONS

1. Your place of work will be at Aurangabad. Any changes in business location may be communicated as and when they occur.
2. The regular working as Per Shift Schedule You will have weekly off on any day in week shift schedule However, as a **Jr Electrical Engineer** you may be required to attend the Factory in case of emergency Work based upon the
3. This contract shall be terminable by either party giving 15 days notice in writing or salary in lieu of notice, to the other party.
4. You will with effect from- **18th Nov-2020** be deputed by the company to work at the client's / premises at any of their locations, either onsite or offshore.
5. Details of your salary breakup with components are as per the enclosure attached here

Salary breakup (26 Day)	Per Month
Basic + DA	16600.00
House Rent Allowance	1660.00
Gross Salary	18260.00
Deduction ESIC+ PF + PT	-2330.00
Deduction Canteen	-1400.00
Net Paid (In Hand)	14530.00

Wishing you the very best in your assignment with us and as a token of your understanding & accepting of the standards terms of employment.

Yours sincerely,

For Megha Electrical Services



Authorised Signature

ACCEPTED & AGREED

Amol Shrimant Vaidya



VEDANT ENERGY SOLUTIONS LLP

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I-2, Udyogpushpa Apartments, Plot No. 230, Ulkanagari, Aurangabad - 431001 (M.S)
Contact : +91 9922994991- +91 7774037481 - +91 9923508946

Appointment Letter

Miss. Ankita Narayan Jagtap
Add. Sant Tukaram Nagar, Vadsawitri,
Parli Vaijanath, Beed.

Date:-01/07/2021

Dear Mrs. . Ankita Narayan Jagtap,

With reference to your application and subsequent meeting with us, we are pleased to
Offer you an appointment in our organization with the effect of 1st July 2021.

The Compensation Structure and Terms and Conditions of Appointment are enclosed.

We request you to confirm to us your acceptance by returning the signed duplicate copy
Of this letter.

We welcome you to Vedant Energy Solutions LLP, and look forward to a long and mutually beneficial
association.

Thanking you,

Yours truly,

For Vedant Energy Solutions LLP.

Authorized Signatory

VEDANT ENERGY SOLUTIONS LLP
AURANGABAD



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Compensation Structure

Name	: Miss. Ankita Narayan Jagtap
Designation	: Electrical Engineer
SBU	: Energy Cell
Location	: Aurangabad
Effective Date	: 01 st July, 2021

Salary Structure:

- 1) You shall be paid for Rs. 10500/- per month as salary (As per attached Salary Structure)
- 2) Petrol Allowance will be based on Client Visits as per record. You shall keep record of No. of Visits Made on Behalf of company with tour details.
- 3) You will report to Mr. Rahul Deshpande and will get understand your work responsibilities.
- 4) You will not be entitled for Leaves for initial 6 months of the Joining. However, under unavoidable circumstances, your absence will be granted without compensation.
- 5) Your Salary will be variable against 100% completion of work / achieving the targets as per schedule.

Mandatory Terms of Employment

- a) The Company will expect you to work with a high standard of initiative, efficiency and economy.
- b) You will devote your entire time to the work of the company and will not undertake any direct/ indirect business or work, honorary or remuneratory
- c) You shall not seek membership of any local or public bodies without first obtaining written Permission from the management.
- d) You shall not give out to any one during the period of your service and even afterwards by Word of mouth or otherwise, particulars or details of our manufacturing processes, technical Know-how security arrangements, administrative and /or organizational matters of Confidential Secret nature, which may be your privilege to know by virtue of your being our employee.
- e) You shall keep confidential all the information and material provided to you by the Company Or by its clients concerning their affairs, to enable the Company to perform the service. This excludes only such information as is already known to the public which also you will not

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Release, use or disclose except with prior written permission of the company. Your obligation to keep such information confidential shall survive even on termination or cancellation of this employment.

f) You will be responsible for the safe keeping and return in good condition and order of all the Properties of the Company which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such material from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

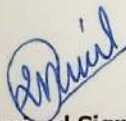
g) You shall not work in similar type of business after leaving this job.

All above Terms & Conditions agreed with all concerns.

Roles and Responsibilities and work Targets :

- 1) Completion of Reports related to all our audit services within stipulated time decided as per client commitment or within 7 days of Audit whichever is earlier
- 2) Promotion of ENCON Activities of Company in form of E-Mails, Phone Calls, Phone Calls Per Day)
- 3) You will have a direct role in the Energy Audits (Electrical, Thermal etc) and you should coordinate all the activity on site with the site engineers.
- 4) Conducting IR Thermography Audits, SLD Audits Solely and Preparation of Reports
- 5) Technical / marketing Support to the Earthing Team, Lighting Team for preparation of Energy Saving and payback calculations, selection of Products per customer need
- 6) **Updatation of the Sites / Monitoring once in a day for Vedant Energy Monitoring System and listing / sorting out the concerns.**
- 7) **Communication to concerned customer for any problem on site**
- 8) Your area of work will not be limited and all the facilities i.e. TA, DA will be provided for your outstation tours as per company norms.
- 9) Preparation of Offers / Proposals for Audit and maintaining database.

For Vedant Energy Solutions LLP.



Authorized Signatory.

VEDANT ENERGY SOLUTIONS LLP
AURANGABAD



Signature of Acceptance by Employee

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Contact : +91 9922994991- +91 7774037481 - +91 9923508946

Vedant Energy Solutions LLP, Aurangabad							
Salary slip							
Name	Ankita Jagtap			PAR	STD	AVAIL	BAL
DOJ		STD DAYS	30	CL	0		
PF no.	0	Working Days	26	SL	0		
Location	Aurangabad	Weekly Off	4	PL	0		
DESIGNATION	Engineer	PH	0	C OFF	0		
BANK NAME		LOP	0	OT	0		
A/C NUMBER							
EARNINGS		AMOUNT IN RS		ACTUAL EARNINGS		AMOUNT IN RS	
BASIC		7350		BASIC		7350	
DA		0		DA		0	
HRA		3150		HRA		3150	
SUPPL ALLOWANCE		0		SUPPL ALLOWANCE		0	
				OT		0	
				ARREARS		0	
TOTAL EARNINGS		10500		BONUS		0	
<p>For Vedant Energy Solutions LLP</p> <p>VEDANT ENERGY SOLUTIONS LLP</p> <p>AURANGABAD</p> <p><i>[Signature]</i></p> <p>Auhorized Signatory</p>				TOTAL EARNINGS		10500	
				DEDUCTIONS			
				PROVIDENT FUND		882	
				PROFESSIONAL TAX		200	
				ESIC		112	
				INCOME TAX		0	
				ARREARS		0	
				TOTAL DEDUCTION		1194	
				NET EARNINGS		9306	



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Appointment Letter

Miss. Sayali S. Soundattikar

Add.: -C-L/9-66-4, 12th scheme,
Shivaji nagar, Aurangabad

Date: -05 October 2018

Dear Miss. Sayali Shashikant Soundattikar

With reference to your application and subsequent meeting with us, we are pleased to

Offer you an appointment in our organization with the effect of 5th October 2018.

The Compensation Structure and Terms and Conditions of Appointment are enclosed.

We request you to confirm to us your acceptance by returning the signed duplicate copy

Of this letter.

We welcome you to Vedant Energy Solutions LLP, and look forward to a long and mutually beneficial association.

Thanking you,

Yours truly,

For Vedant Energy Solutions LLP.



Authorized Signatory



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Contact : +91 9922994991- +91 7774037481 - +91 9923508946

Compensation Structure

Name : Miss. Sayali Soundattikar
Designation : Energy Analyst
SBU : Energy Cell
Location : Aurangabad
Effective Date : 05th October 2018

Salary Structure:

- 1) You shall be paid for Rs. 15000/- per month as salary (As per attached Salary Structure)
- 2) Petrol Allowance will be based on Client Visits as per record. You shall keep record of No. of Visits Made on Behalf of company with tour details.
- 3) You will report to Mr. Rahul Deshpande and will get understand your work responsibilities.
- 4) You will not be entitled for Leaves for initial 6 months of the Joining. However, under unavoidable circumstances, your absence will be granted without compensation.
- 5) Your Salary will be variable against 100% completion of work / achieving the targets as per schedule.

Mandatory Terms of Employment

- a) The Company will expect you to work with a high standard of initiative, efficiency and economy.
- b) You will devote your entire time to the work of the company and will not undertake any direct/ indirect business or work, honorary or remuneratory
- c) You shall not seek membership of any local or public bodies without first obtaining written Permission from the management.
- d) You shall not give out to any one during the period of your service and even afterwards by Word of mouth or otherwise, particulars or details of our manufacturing processes, technical Know-how security arrangements, administrative and /or organizational matters of Confidential Secret nature, which may be your privilege to know by virtue of your being our employee.
- e) You shall keep confidential all the information and material provided to you by the Company

Reg. Office : I-2, Udyogpushp Apartment, Plot No. 230, Ulkanagari, Aurangabad - 431005 (M.S.)

www.vedantenergysolutions.com

E-mail : sales@vedantenergysolutions.com



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Or by its clients concerning their affairs, to enable the Company to perform the service. This excludes only such information as is already known to the public which also you will not Release, use or disclose except with prior written permission of the company. Your obligation to keep such information confidential shall survive even on termination or cancellation of this employment.

- f) You will be responsible for the safe keeping and return in good condition and order of all the Properties of the Company which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such material from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.
- g) You shall not work in similar type of business after leaving this job.

All above Terms & Conditions agreed with all concerns.

Roles and Responsibilities and work Targets :

- 1) Completion of Reports related to all our audit services within stipulated time decided as per client commitment or within 7 days of Audit whichever is earlier
- 2) Promotion of ENCON Activities of Company in form of E-Mails, Phone Calls, Phone Calls Per Day)
- 3) You will have a direct role in the Energy Audits (Electrical, Thermal etc) and you should coordinate all the activity on site with the site engineers.
- 4) Conducting IR Thermography Audits, SLD Audits Solely and Preparation of Reports
- 5) Technical / marketing Support to the Earthing Team, Lighting Team for preparation of Energy Saving and payback calculations, selection of Products per customer need
- 6) **Updatation of the Sites / Monitoring once in a day for Vedant Energy Monitoring System and listing / sorting out the concerns.**
- 7) **Communication to concerned customer for any problem on site**
- 8) Your area of work will not be limited and all the facilities i.e. TA, DA will be provided for your outstation tours as per company norms.
- 9) Preparation of Offers / Proposals for Audit and maintaining database.

For Vedant Energy Solutions LLP.



Authorized Signatory.

Signature of Acceptance by Employee

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www.vedantenergysolutions.com

E-mail : sales@vedantenergysolutions.com

OFFER CUM APPOINTMENT LETTER

Mr. Madhukar Shesherao Alane

Date: 09th July, 2021

We are pleased to appoint you as **Engineer** and you would be reporting to **Mr. Vineet Kumar**. Your work Location would be **Solapur**, Maharashtra . Your employee ID will be issued once you submit Joining report to our office. **Your Joining date would be 01-July-2021** with three months probation period. You have to return all statutory (P.F. & ESIC) declaration forms duly filled in, to Serve Smart Service within 3 days and balance Joining Formalities to be completed within 7 days from your joining, until which your name will not be entered into Payroll Cycle. In addition to this:

1. Your CTC would be Rs. **18,000.00/-** per month. This take home is subject to change in case there is incentive. Salary would be receivable on or before 15th of the subsequent month.

You are part of projects organization and you have to report for work locations as per business requirements from time to time with in state and outside of state.

You have to submit documents as per Annexure I.

1. **"You will be required to strictly adhere and comply with instructions received by you issued by us or any other person on behalf of our Management and will be bound by our services Rules and Regulations:**

In terms of our Contract of Employment, you shall be required to:-

- a) Faithfully perform your duties and services in a professional manner at our Client's location until the completion of the term of the Work assignment.
 - b) During the term of the Work assignment, render services exclusively to our client and such performance shall not be inconsistent with the client's requirement.
 - c) Not engage in any conduct which is detrimental to the interest of our Client or Our Company.
 - d) Not to receive any payment of any nature, either directly or indirectly from the Client unless authorized by us in writing or confirmed per e-mail
 - e) Report and be present at the designated location during the working hours conveyed and to abide by the Rules and Regulations as required by the earlier. You agree to defend, indemnify and hold our Company including our Client harmless from any and all claims, damages, liability, attorney's fee and expenses on account of your ,failure to satisfy any of your obligations under Lie work assignment letter or misconduct for violation of any law or creation of any legal liability from your end.
2. During the tenure of your engagement with Company you will not take any leave without prior approval of your reporting manager. Any leave for more than 3 consecutive days without information and prior approval shall be considered as unauthorized absenteeism and will allow company to take disciplinary action against you as per law. Further, the Management will have all right to terminate your services considering no call no show as your willful resignation on non-following of company Code of Conduct/Service Rules and hence you will not be eligible for any pay against Notice period and the period you have not attended the office or performed your duties at client's premises.



Serve Smart Services Pvt. Ltd.
We aspire to "Exceed Expectations"

Plot No. 47, 2nd Floor, Kamla Market, Phase 1, Mohali, Chandigarh-160055, Phone : 0172-2229119
Mobile : 9988393000, 9988993000 | Email : smartservices43@gmail.com | www.servesmartservices.com

3. On leaving the services from our establishment, the responsibility of PF withdrawal, will be of the associate his/her own and the Serve Smart Service management can only certify / verify the PF withdrawal forms as and when received from the Associate.
4. Apart from above terms and conditions, your appointment will be governed by the Labour Laws, other Acts applicable to this Contract of Employment.
5. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the management. If you are found involved in any act which in the opinion of the company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation. At all time during the tenure of this contract of employment you will be bound, by any rules & Regulations enforced by the management from time to time in relation to the conduct, discipline, leave, holidays or any other matter relating to service conditions.
6. One month notice period is mandatory to serve, either party can terminate the contract during the existence of a work assignment giving to the other 1 month written notice or remuneration in lieu of such notice as per the terms laid out in the Letter of Engagement. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against our clients. Your continuance in employment is subject to your remaining physically and mentally fit. As and when required the Management may require you to submit yourself to medical examination by a physician of the choice of Management.
7. The management reserves the right to withdraw the said offer in case if any of the information provided by you in the Application Form/PERSONAL DATA FORM is found misleading or misconceived false and/or if any of the above conditions are not fulfilled by you at the time of joining.
8. This letter is being sent to you in duplicate, please return two of the same, duly signed as the token of acceptance this contract of employment with above terms and conditions. If we do not receive acceptance and documents mentioned in Annexure I then this letter stand automatically cancelled and withdraws.

Yours faithfully, Acceptance

(Signature & Date)

Authorized Signatory I have received the Work Assignment Letter and agree to
The terms & conditions contained thereto



Serve Smart Services Pvt. Ltd.
We aspire to "Exceed Expectations"

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Mobile : 9988393000, 9988993000 | Email : smartservices43@gmail.com | www.servesmartservices.com

Annexure I

A. Documents required at the time of joining/filling joining kit

- Two Passport size Photographs
- One Post Card size Photograph, in Case you are eligible for ESIC
- Proof of name, Date of Birth, Photo Identity, Address, Education, Work Experience, Last pay slip.
- Copy of resignation letter duly stamped and accepted by your current employer, if in employment or Relieving letter from the current employer.
- Last pay drawn certificate, if in employment or Last Form 16

B. Documents to be returned to SERVE SMART SERVICE Office

- Signed Copy of Offer Letter as Acceptance of this offer.
- Personal Data Form
- ESIC Form (If applicable) with 2 signatures
- PF Nomination Form (If applicable) with 2 signatures
- Investment Declaration Form
- All document mentioned in A.
- Signed form 11 (For PF not depositions acceptance)



Serve Smart Services Pvt. Ltd.
We aspire to "Exceed Expectations"

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Mobile : 9988393000, 9988993000 | Email : smartservices43@gmail.com | www.servesmartservices.com

18th June 2021

Letter of Intent

Dear Mr. Atish More,

Congratulations!

With reference to your application and subsequent interview with us dated 18 June 2021, we are pleased to offer you the position of **Assistant Manager** in the department of **Maintenance & Engineering** at **Medicover Hospitals, Aurangabad** (A Unit of Sahrudaya Health Care Pvt. Ltd).

A formal appointment letter, stating the terms and conditions of your service will be issued to you on joining. We would expect you to join on or before **5 July 2021**, beyond which the offer would stand withdrawn, unless a new date is mutually agreed upon, and confirmed in writing.

Please note that, this employment is subject to successful completion of your Pre-Employment Medical Examination and satisfactory Medical Report.

Welcome to **Medicover Family!** We look forward to having you with us.

For **Medicover Hospitals**
(A Unit of Sahrudaya Health Care Pvt. Ltd)



Swapnil Killedar
Assistant Manager - Human Resource

I accept the terms and conditions of the offer.

Signature:

Date:





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Contact : +91 9922994991- +91 7774037481 - +91 9923508946

Appointment Letter

Mr. Avinash Bharat Mugale

Add.:- Flat no. 1 P.no. 52 Prachi residencies,
N-2 Cidco, Mukundwadi, Aurangabad.

Date:-01/07/2021

With reference to your application and subsequent meeting with us, we are pleased to

Offer you an appointment in our organization with the effect of 1st August 2021.

The Compensation Structure and Terms and Conditions of Appointment are enclosed.

We request you to confirm to us your acceptance by returning the signed duplicate copy

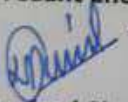
Of this letter.

We welcome you to Vedant Energy Solutions LLP, and look forward to a long and mutually beneficial association.

Thanking you,

Yours truly,

For Vedant Energy Solutions LLP.


Authorized Signatory

VEDANT ENERGY SOLUTIONS LLP
AURANGABAD



Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,
Navi Mumbai - 400708, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

Superset ID: 858291

Letter of Intent ("LOI")

Dear SMITAL AKOLKAR,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4 with Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

SMITAL AKOLKAR

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

Regd Office: Pune Hinjewadi Regd. Office No. 14, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, MIDC SEZ, Village Man, Taluka Mulshi, Pune - 411057, Maharashtra, India. Tel: +91 20 6699 1000 | Fax: +91 20 6699 5050 | CIN: U85110PN1993PLC145950 Page 3 of 3



Overseas Student Confirmation-of-Enrolment (CoE)

A. INFORMATION FOR OVERSEAS STUDENTS

THIS IS NOT A VISA AND DOES NOT ACT AS AN EXTENSION OF YOUR VISA.

You may check your visa status through Visa Entitlement Verification Online (VEVO) at:
[http://www.homeaffairs.gov.au/Busi/visas-and-migration/visa-entitlement-verification-online-\(vevo\)](http://www.homeaffairs.gov.au/Busi/visas-and-migration/visa-entitlement-verification-online-(vevo))

To apply for your student visa to study in Australia go to <http://www.homeaffairs.gov.au/Trav/Stud>. Follow the information on the website to lodge your application online. Please note you are able to attach supporting documentation when lodging your application.

B. COURSE DETAILS

Provider: The University of Melbourne (UniMelb) [00116K]

Telephone: 0390355511, Fax: 0393491291

Email: student-visa@unimelb.edu.au

Course: Master of Engineering [069275C]

Course Level: Masters Degree (Coursework)

Course Start Date: 02/03/2020

Course End Date: 30/06/2022

Initial Pre-Paid Tuition Fee: \$AU 10,479

Other Pre-Paid Non-Tuition Fee: \$AU 1,637

Total Tuition Fee: \$AU 114,079

C. STUDENT DETAILS

Provider Student Id: 1117044

Courtesy Title: Mr

Family Name: INGLE

Given Names: Tushar Balkrushna

Gender: Male

Date of Birth: 11/09/1992

Country of Birth: India

Nationality: India

Provider arranged Overseas

Student Health Cover (OSHC): Yes **Start Date:** 01/02/2020 **End Date:** 01/10/2022

OSHC Provider Name: BUPA Australia

Other Forms of English Testing: Other

Comments: Sponsored student from Commissionerate of Social Welfare, India. Note: Student has been granted 50 points of advanced standing, equivalent to 05. year. Course duration and tuition fees have been reduced accordingly and are an estimate only.

D. NOTES

The information provided on this form is required by the Australian Government Department of Education, and the Australian Government Department of Home Affairs as evidence of enrolment in a course registered on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) - <http://cricos.education.gov.au>

1. The offer of a place and enrolment of the student must be made in accordance with the provisions of the Education Services for Overseas Students (ESOS) Act 2000; the ESOS Regulations 2019 and the National Code of Practice for Registration Authorities and Providers of Education to Overseas Students (The National Code 2018).
2. This information will be made available to other Australian Commonwealth, State or Territory government agencies.

IMPORTANT

- Keep this CoE and your Written Agreement while you are in Australia
- Find out more about living and studying in Australia (including quality assurance) at www.studyinaustralia.gov.au

APL/PTN/HR/2018-19/1126
Jan 09, 2019

SUBJECT TO AURANGABAD JURISDICTION

APPOINTMENT ORDER

Mr. Dipak Eknath Salve

At/Post: Adgaon,
Tal: Bhokardan,
Dist: Jalna - 431 114.

Dear Mr. Salve,

You are hereby appointed as 'Apprentice – Maintenance' at Paithan w.e.f. Jan 09, 2019 as per the Apprentices Act 1961 on the following terms and conditions :

1. Your period of Apprenticeship will be **twelve months** from the date of your joining.
2. You will work 6 days in a week as decided by the management.
3. Your stipend during the Apprenticeship period shall be lump sum **Rs.8,500/-** per month all inclusive subject to any legal deductions as applicable from time to time.
4. Besides the terms and conditions of this order, the Model Standing Orders shall be applicable to you as applicable to Apprenticeship under the Apprentices Act 1961.
5. Your Apprenticeship will be observed by your superiors and any instructions, oral or in writing, shall be applicable to you and you shall be duty bound to follow and implement the same.
6. The successful completion of your Apprenticeship shall not mean automatic confirmation in employment.
7. You shall have no right to demand extension of your Apprenticeship period or confirmation or regularization in our employment.
8. Upon your successful completion of Apprenticeship period, it shall be the sole prerogative of the management whether to utilize your services or not and in case the management decides to utilize your services; the same shall be by issuance of an express order in writing by the authorized person.
9. In case you are continued beyond your Apprenticeship period without any order being passed, it shall not mean that you have attained deemed status of permanency or that you have automatically come out of purview of this order. Even thereafter, the discontinuation of services shall mean the termination of your Apprenticeship period.



Jan 09, 2019





10. In case you remain unauthorized absent for five or more days in a month or for three consecutive days, it shall mean that you have no interest in Apprenticeship and that you have abandoned your Apprenticeship program. In such circumstances, the undersigned shall have every legal right to strike off your name from the rolls of the organisation.
11. You shall not be entitled to leave as is available to the permanent employee.
12. Any amendment, modification or addition or deletion to this work order by the undersigned shall be communicated to you in writing and the same shall be with immediate effect and it shall not require any notice of change.
13. You shall not be entitled to any benefits other than those made available to you as per this order.
14. You shall during the period of Apprenticeship:
 - 14.1. Diligently and faithfully carry out all instructions given to you from time to time.
 - 14.2. Devote your whole time and attention exclusively to the business and interest of the Company and not engage yourself directly or indirectly in any business or in any capacity either full time or part time.
 - 14.3. You will not take up any other Apprenticeship or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise.
 - 14.4. Keep as confidential all the business and trade secrets and transactions of the Company.
 - 14.5. Observe the rules, regulations and discipline which are in force or may be framed from time to time.
 - 14.6. Abide by the rules and regulations of the Company and may be in force from time to time or as may be framed from time to time.
 - 14.7. Be responsible for the safe keeping and return in good condition of all Company property which may be in your custody, use or charge.
 - 14.8. Always conduct yourself in accordance with high ethical standards of the Company and exhibit an exemplary sense of integrity and responsibility at all the times.
15. During and after the period of your Apprenticeship with company, you will not indulge in any endeavor or activity, which conflicts with the interests and business of the Company. If it is found, Company will take appropriate legal action, as deem fit.
16. Any research made by you during the period of your Apprenticeship with the Company shall be the sole property of the company alone.
17. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company having dealing with the company and if you are offered any, you should immediately report the same to the Management.
18. You shall not, any time or times, during the Apprenticeship or thereafter, without the written permission of the Company disclose, divulge or make public, except under legal obligation matter such as, but not limited to - product information; client list and their contacts; sales and promotional strategies; trade secrets; internal communications; project documents, commercial offers, design documents, product costs; project cost & estimation, technology, software packages license, company's policies, company's patterns & Trade Mark; processes; accounts; transactions; records; formulae; specifications; technical and patent information and know-how; and Company's Human assets profile.

terminate your Apprenticeship at any time without notice & may take such actions it deems fit in its sole discretion.

27. If any time in future, if there is a change in your residential address, residence land line no. or mobile no., you will communicate the same to the Company within 7 (Seven) days of such change taking place, in writing.

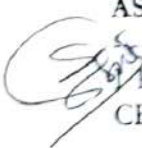
Kindly sign a copy of this letter as a token of your having understood and accepted the terms and conditions of Apprentice.

We welcome you to **Ajanta** family & wish you a long, happy & fruitful association with us.

Yours Sincerely,


V H DESHPANDE

ASSOCIATE VICE PRESIDENT - WORKS

 HAVE GONE THROUGH THE TERMS AND CONDITIONS HEREIN ABOVE AND ACCEPT THE SAID TERMS.

DATE : _____

NAME : _____

PLACE: _____

SIGNATURE: _____





Date: 27/09/2021

TO WHOMSOEVER IT MAY CONCERN

Divya Shinde is currently working with MANOJ FIRE PROTECTION LLP as a Sales Coordinator w.e.f. 09/08/2021 at our Pune branch Head Office.

Thanking you,

For, Manoj Fire Protection LLP


Manager-HR
Satish Aldar





BOEING INDIA PRIVATE LIMITED
New Delhi, India

EMPLOYMENT AGREEMENT

A. Identification of Employer and Employee.

Praveen Nanasaheb Mhaske
H No: 45, Sonwadi,
Post: Rahegoan, Taluka: Vaijapur,
District: Aurangabad,
Maharashtra – 423702.

Dear Praveen Nanasaheb Mhaske,

This letter agreement ("Agreement") will confirm our employment offer with Boeing India Private Limited (A subsidiary of The Boeing Company ("TBC")) (hereinafter "the Company").

B. Position and Location.

In accordance with the terms and conditions set forth in this Agreement and in any attachments thereto, the Company hereby employs Employee as:

Job Title: Electrical Design and Analysis Engineer

Location: Bangalore, India

Reporting to: Engineering MultiSkill Manager

Job Description: A job description of Employee's position is attached hereto as Schedule 1.

The Company shall have the right to assign Employee other tasks as may be necessary for the Employee to effectively carry out his/her duties. The Company shall further be entitled to change the location of the place of work, and to modify his/her reporting or organizational structure as may be reasonably necessary to respond to changing business needs. The Company further retains the right to transfer the Employee to any of its divisions or undertakings, affiliates and/or subsidiaries currently in existence and/or which may be established in the future as the Company may think appropriate.

Electronica Plastic Machines Ltd.

Works & Registered Office :
Gat No. 399, Hissa No. 1 & 2,
Bhare, Tal. Mulshi, Pirangut,
Dist. Pune - 412 115.
Tel : +91 20 66933535
epml@electronicapmd.com
www.epml.com
CIN No. U25200PN2007PLC131189
GSTIN : 27AACCE0874D12W

Ref: - OFFER/EPML/HR-11/2020-2021/055
Date : 13th May 2021

Mr. Gajanan Dnyandev Shinde
At. Post. Wadi, The. Pathri,
Dist-Parbhani 431 506 Maharashtra.

Cell No.: - +91-8805383167
Mail ID: - shindegajanan330@gmail.com

Sub: - Offer for the post of " Engineer - Production "

Dear Gajanan Shinde,

We are pleased to offer you an employment in Electronica Plastic Machines Ltd. for the above mentioned post as per the terms and conditions discussed. Please note the following: -

1. Your posting place will **Factory** location. Your Grade will be "OE1".
2. Your gross CTC package will be **Rs.02.22** /- LPA.
3. You shall be on **Training** for the period of **Six Month** and **Probation** for the period of **Six Month** from date of joining. You will continue to be on probation till your appointment is confirmed by a written communication.
4. You will sign a service agreement for serving Electronica Plastic Machines Ltd. for **TWO YEARS** as per standard practice of the company. The served agreement shall commence from your date of joining.

The detailed employment agreement will be handed over to you after joining our organisation. Please bring the following documents at our office for completing the joining formalities: -

5. Xerox copies of all educational mark-sheets & certificates.
6. Original certificates for verification of Xerox copies.
7. Copy of your appointment & latest increment letter from previous employer.
8. Experience certificate & payslip of last 3 months duly signed by the previous employer.
9. Relieving letter received from previous employers.
10. Fitness certificate from MBBS Doctor with his/her registration no.
11. Blood group proof.
12. Birth date proof.
13. Passport size photographs -04 Nos.
14. Passport Xerox (1st & Last Page)-02 Nos.
15. PAN card Xerox - 02 Nos.
16. Aadhar Card Xerox - 02 Nos.
17. Proof of Permanent as well as Temporary Address, if applicable.
18. Cancelled cheque of Bank Account having your printed name, IFSC Code & MICR Code - 2.

We request you to send us the signed copy of this offer letter as a token of your acceptance & confirmation that you shall be joining our company on or before **7th June 2021**.

I thank you,

Yours faithfully,
For Electronica Plastic Machines Ltd.


Aditya Rathaparkhi
Chairman and Managing Director


Narendra Raul
Assistant GM-Operations



I Accept the offer & will join EPML
Gajanan D. Shinde

महाराष्ट्र दुकाने व आस्थापना (लोकरीचे व सेवाशर्तीचे विनियमन) नियम, २०१८

नमुना "ग"
(नियम ९ पहा)

सूचना दिल्याबाबत पावती



अर्जदाराने नमुना फ द्वारा व्यवसाय सुरु केल्याबाबतची सूचना खाली नमूद केलेल्या तपशीलासह या कार्यालयास दिलेली आहे. त्याचा तपशील पुढीलप्रमाणे:

१.	पावती क्रमांक	:	१९४९५०३१३५००४८९						
२.	अर्जाचा (सूचनापत्राचा) आयडी क्रमांक	:	१०८९७२८९९९०३						
३.	आस्थापनेचे नाव	:	ज्ञानवन्दन इलेक्ट्रिकल अँड इलेक्ट्रॉनिक्स DNYANVANDAN ELECTRICAL AND ELECTRONICS						
४.	कामगारांची एकूण संख्या	:	४						
			<table border="1"><thead><tr><th>पुरुष</th><th>स्त्री</th><th>इतर</th><th>एकूण</th></tr></thead><tbody><tr><td>४</td><td>०</td><td>०</td><td>४</td></tr></tbody></table>	पुरुष	स्त्री	इतर	एकूण	४	०
पुरुष	स्त्री	इतर	एकूण						
४	०	०	४						
५.	अ) मालकाचे नाव	:	श्री गौरव वामन चव्हाण SHREE GAURAV WAMAN CHAVAN						
	ब) आस्थापनेचा पत्ता	:	एस नं-६८ जयमवानी नगर, केशव नगर, औरंगाबाद, ०२, औरंगाबाद(म.न.पा), औरंगाबाद, औरंगाबाद, ४३१००९						
६.	सदरची पावती ही केवळ अर्जदाराने त्याचा व्यवसाय सुरु केल्याबद्दल कार्यालयास पाठविलेल्या सूचना पत्राची पोच पावती असून व्यवसाय अथवा व्यवसायाची जागा अस्तित्वात असल्याबद्दलचा पुरावा नाही. व्यवसायासाठी व व्यवसायाच्या जागेसाठी आवश्यक असणारी संबंधित सक्षम प्राधिकारी यांच्याकडील पूर्व / पश्चात परवानगी, अनुज्ञप्ती, परवाना धारण करण्याची सर्वस्वी जबाबदारी मालकाची राहिल. ही पोच पावती व्यवसायाच्या जागेचा मालकी हक्क किंवा मालमत्तेचा मालकी हक्क किंवा ताबा या प्रयोजनार्थ कोणत्याही कायद्यांतर्गत ग्राह्य घरता येणार नाही.								
७.	व्यवसायाचे स्वरूप	:	इलेक्ट्रीकल्स अँड इलेक्ट्रॉनिक्स						
८.	पूर्वीचा नोंदणी प्रमाणपत्राचा क्रमांक व दिनांक, लागू असल्यास	:							

टीप : सदरची पोच पावती संगणकीय प्रणालीद्वारे तयार करण्यात आलेली असल्याने त्यावर स्वाक्षरीची आवश्यकता नाही.

दिनांक : २३-१०-२०१९

ठिकाण : Aurangabad

कार्यालयाचा पत्ता : Office of the Deputy Commissioner of Labour, Aurangabad, Address- Malajipura, Station Road, Aurangabad.

अर्जाचा आय.डी. क्रमांक	प्रदान केलेले सेवा मूल्य (रुपये)
१०८९७२८९९९०३	२३.६०



SOURABH HEAT TREATMENT

Wark : Plot No M-69, MIDC Area Waluj, Aurangabad-431 136. Mob. 9922096111
E-mail :- m1m2mahindrakar@gmail.com Website : www.sourabhtreatment.com

Date: 16/07/2018

To,

Mr. Vishal Ghule
Plot No.22, Lane No.3,
Gajanan Nagar, Garkheda Parisar Aurangabad.

Dear Vishal,

Sub: Appointment for the Position of Trainee Maintenance Engineer.

We are pleased to offer you an appointment in our organization as "Trainee Maintenance Engineer" with effect from '16 July 2018' you will be based in our Aurangabad Plant.

You will be on probation for a period of 'one year' following successful completion of probation.
your transition from probation to regular will be based on your appraisal at the end of the period of probation.

You will be paid gross emoluments as detailed in **Annexure- A.**

Your employment with us will be governed by the Terms & Conditions as detailed in **Annexure- B.**

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

Employment as per this offer is subject to your being medically fit.

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

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

For Sourabh Heat Treatment.


C.E.O

(SOURABH HEAT TREATMENT)



HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC048369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: June 28, 2021

**Dear Kathar Jagdish Ganeshrao,
Plot no. 17 raje sambhaji colony tv
center aurangabad, Aurangabad,
Maharashtra, India, 431001**

Dear **Kathar Jagdish Ganeshrao**, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as “HCL” or “Company”**), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **June 30, 2021** at 9:00 A.M at the following address **Client Location** .Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 3,50,000** per annum, outlined in [Annexure I](#).

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

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

On the date of joining, you would be required to submit the documents listed in [Annexure III](#). Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

[Annexure IV](#) provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLC046369

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

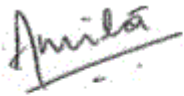
At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

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

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.



Amrita Das

Vice President, Head-Global Rewards

Annexure 1**COMPENSATION PLAN**

Annexure 1	
COMPENSATION PLAN	
Name	Kathar Jagdish Ganeshrao
Band	E1
Designation	Software Engineer
City	Noida
Monthly Components (in INR)	
Basic Salary	15,069
House Rent Allowance	7,523
Advance Statutory Bonus	-
Food Wallet	-
Holiday Allowance	-
Flexi Basket*	-
Compensatory Allowance	0
TOTAL: Monthly	22,592
TOTAL: Monthly Components : Annualized	271,107
Retirals & Other Benefits (in INR)	
Provident Fund	21,699
Medical Insurance Premium/ESIC	10,000
Gratuity	8,694
TOTAL : Retirals	40,393
Variable Components (in INR)	
Performance Bonus (in Rs.)	21,000
Engagement PB (paid monthly) @ 100% achievement levels	17,500
TOTAL: Variable Components	38,500
COST TO COMPANY	3,50,000
Flexi Basket Details	
	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-
TOTAL : Annual Flexi Basket	-

Employee has an option of availing all, some or none of the Flexi Basket across various components as per annual limits and entitlements mentioned in the CTC sheet. Based on the individual declaration and actual reimbursements, any unclaimed amount will be paid as taxable to the individual

Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	360,000
Term life Insurance Cover	2,000,000
Disability cover due to accident (upto)	1,800,000

NOTE:

1. Flexi Basket is only applicable in E2+ employees
2. All salary components are governed by the company policies and statutory guidelines.
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.
4. Any personal tax liability arising out of compensation will be borne solely by the employee.
5. Gratuity to be payable as per act

ANNEXURE II

Welcome aboard...

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

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

As you are aware that HCL is coming up with IT/ITES SEZ Operating Units in some cities; till the time SEZ campus becomes operational, you may be assigned to another facility in the city of posting - Noida.

2. Medical Check up

Your employment is subject to you being declared medically fit by the company doctor.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.

The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

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

6. Agreements

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

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

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection. • In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

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

10. Deputation/ Transfer

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

11. Retirement

You will retire from service on attaining superannuation at the age of 55 years.

12. Other benefits

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

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

- a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
- b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
- c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
- d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.

- e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

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

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

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

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	Particulars (To be submitted to the Recruiter/Online of the BGV link)
1	Highest Qualification - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	Permanent/Current Address Proof – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	Previous Employer – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	Identity Verification - Copy of valid passport and PAN card required
Additional documents (To be submitted on request – Only if required)	
<ol style="list-style-type: none"> Highest Qualification- Admit card, college and university official's (Registrar and Director) detail Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address. 	
<u>Things to Remember</u>	
<ol style="list-style-type: none"> The information provided in Resume and background verification form must be same. Information provided in background verification form must be accurate. 	

3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).

4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / induction day (Hard Copies)

S. No	Document Name	Number of Photocopies
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10 th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:





Location of HCL Onboarding Team for joining formalities:



S. No	Location	Address
-------	----------	---------

1	NOIDA	Mondays and Thursdays: Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) Tuesdays, Wednesdays and Fridays: Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkam High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services Human Resources Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV**EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS**

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

-  Basic Salary
-  Monthly Allowances
-  Variable Pay
-  Retirals & Insurances Benefit

 **Disclaimer:**
 ***Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.***

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

BASIC SALARY

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

MONTHLY ALLOWANCES

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

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. This component allows employees to participate and take control of delivery excellence in their respective engagements. Payout of EPB will be based on EPB guidelines as applicable to the respective engagement.

RETIRALS & INSURANCES BENEFIT

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

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

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

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

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

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

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

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

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLC046369

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

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

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

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

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

**Permanent Address: Plot no. 17 raje sambhaji colony tv
center aurangabad, Aurangabad,
Maharashtra, India, 431001
Email ID: jagdish9kathar@gmail.com
Telephone Number: 8698392919**

KINETIC TAIGENE ELECTRICAL CO. PVT. LTD.
Gat No. 436-A/2, Kanhe Takwe Road, At Post Takwe (BK),
Taluka Maval, Dist. Pune - 412 106.



KT/HR/2021
12.03.2021

Mr. Krushna Ganesh Rathi
A/p: Bidkin,
Tal : Paithan,
Dist : Aurgabad
MH 431105

Appointment as Trainee

Dear Mr. Rathi,

With reference to your application dated 12.03.2021 and subsequent interview you had with us, we are pleased to offer you services as " Trainee " in Maintenance dept in Grade T4 , for a period of Six Months from your date of joining i.e. 15.03.2021 and your service will automatically come to an end on 14.09.2021 without any notice..

Your remuneration will be as under -

a) Basic salary	: Rs.	2700.00 pm
b) House rent allowance	: Rs.	1080.00 pm
c) Education allowance	: Rs.	300.00 pm
d) Performance allowance	: Rs.	4296.00 pm
e) Other allowance	: Rs.	550.00 pm
f) Conveyance allowance	: Rs.	150.00 pm
g) Incentive Allowance(in Lieu of Bonus)	: Rs.	1460.00 pm
h) Transport Allowance	: Rs.	1000.00 pm
TOTAL	: Rs.	11536.00 pm
Co's Contribution to PF	: Rs.	324.00 pm
Bonus	: Rs.	540.00 pm
TOTAL	: Rs.	12400.00 pm
Incentive(Variable as per Plan)	: Rs.	600.00 pm
TOTAL C.T.C	: Rs.	13000.00 pm

You will also be eligible for Provident fund as per statutory regulations & company policies. On completion of your service period, your appointment will get automatically terminated without any notice. This order does not bestow any right of employment upon you.

The Company's terms and conditions are explained in Annexure 1, which will form an integral part of this appointment letter. Kindly sign the duplicate copy of this letter as a taken of acceptance and return the same to us within 7 days of receipt; else this appointment letter stands cancelled automatically.

You will be required to handover to HR at the time of joining itself the following documents

1) Medical fitness Certificate from any MBBS doctor (2) Copies of certificate & testimonials pertaining to age and qualification (3) Recent identity size 3 color photo.

We welcome you and look forward to your active participation in the business growth of the Company.

Thanking you,

Yours faithfully,

For KINETIC TAIGENE ELECTRICAL CO.PVT.LTD.

AUTHORISED SIGNATORY

Regd. Office : G - 92, D - III Block, MIDC Chinchwad, Pune - 411 019.
CIN. : U52334PN1998PTC012907



 महाराष्ट्र शासन (उपक्रम) महाराष्ट्र राज्य विद्युत वितरण कंपनी मर्यादित MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD.	
	ओळखपत्र क्रमांक. / I.D. No. 121318
	नाव LONDHE VAISHALI NAME FAKIRRAO.
	हुददा Sub-Engineer (A) DESIGNATION
	भ.नि.वि.क्र. 02619288
	प.प.क्र. Engineer
	कार्यस्थळ MSEDCL Rural Sub-dn Parbhani PLACE OF WORKING Parbhani
MSEDCL G.O. PARBHANI AUTHORISED SIGNATORY	 कर्मचाऱ्याची स्वाक्षरी EMPLOYEE'S SIGNATURE

ओळखपत्र दिव्याची तारीख	24. April 2014	
DATE OF ISSUE		
कार्यालयवाचा पत्ता	Supdt. Engineer, MSEDCL	
OFFICE ADDRESS	Circle office, Parbhani.	
दूरध्वनी / घमणखनो	7875766716.	जन्मतारीख 28.11.1994
TELEPHONE / M.M. No.		DATE OF BIRTH.
रक्तसमूह	B + ive	
BLOOD GROUP		
१) हे ओळखपत्र मुख्यतः दिवेन असे घालीत लावावे DISPLAY THIS CARD PROMINENTLY ON CHEST.		
२) यहा ओळखपत्र हे महाराष्ट्र शासन संपत्तीचे आहे THIS CARD IS PROPERTY OF MSEDCL.		
३) ओळखपत्र हरवल्यास, ओळखपत्र देणाऱ्यास व जवळच्या पोलीस ठाण्यास त्वरीत जळवावे. IF LOST, REPORT TO NEAREST POLICE STATION AND INFORM ISSUING AUTHORITY.		
४) हे ओळखपत्र कोणीस सापडल्यास कुठल्या स्थाने ते बरीत पत्त्यावर पाठवावे. IF FOUND, PLEASE RETURN IT TO ABOVE ADDRESS.		

Date: 30th- June-2021

To,
Mr. Mandar Makrand Kharadkar
Room No. D-2, Prasanna Datta Park,
Deolai Road, Beed by pass,
A'bad-431010

Appointment Letter

Dear **Mandar,**

With the reference to your application & subsequent interview had with us, we are pleased to appoint you as a **“Engineer ”** in **“O-1” Grade** in our **Electrical Maintenance Department** based at **Dhananjay Metal Craft Pvt. Ltd - I, Shendra Plant Payroll, Aurangabad. W.e.f. 30th-June-2021** on the following terms and conditions.

❖ **Salary Breakup**

Stages	Particulars	Per Month	Per Year
A	Remuneration :		
1	Basic	11000	132000
2	HRA	3000	36000
3	Education	500	6000
4	Conveyance	500	6000
		15000	180000
5	Washing Allowance	1207	14484
	GROSS	16,207	194,484
B	Employees Contributions:		
1	Provident Fund	1320	15840
2	Employees State Insurance	113	1356
3	Professional Tax	200	2400
	Total Employees Contributions	1,633	19,596
C	Monthly Take Home (A - B) = C	14,574	174,888
D	Employer Contributions :		
1	Provident Fund	1430	17160
2	Bonus	875	10500
3	Employees State Insurance	488	5856
	Total Employer Contributions	2,793	33,516
E	Performance Allowance	0	0
	TOTAL : A+D+E(CTC)	19,000	228,000



(Handwritten signature)

Date: 21st July, 2021.

To,

Ms. Mangal Dasime,
Flat No -14, Tarai Complex,
Manajinagar, Narhe,
Pune-411041.

Sub: Offer Letter

Dear Mangal,

Following our recent discussions, we are delighted to offer you the position of *Engineer* with our Organization. This is a full time position & you will be reporting to Mr. Dilip Kumar

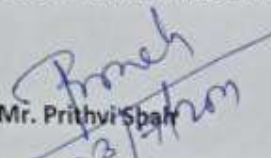
Following points outline the terms and conditions we are proposing;

- Expected Joining date : 21st of July, 2021
- Location : SIL, Handewadi.
- Take Home salary : 13000/- per month
- Probation Period : 6 Months

Following the initial probationary period, a performance review will be conducted to assess performance to-date and to clarify or modify the arrangement, as the need may arise.

Yours truly,

For Suresh Indu Lasers Pvt. Ltd.


Mr. Prithvi Shah

Operation Manager

SURESH INDU LASERS PVT. LTD.

Ground Floor, House No. 226, Sr. No.13, By Pass Road, Uruli Devachi (Near Handewadi), Pune - 412201, MH, India.

Tel: +91 20 6708 1000. | Email: info@silasers.com | Web: www.silasers.com

Pathan Mukhimkhan

 7888103405

mukhimpathan8@gmail.com



My Kingdom Progression

SOLAR & ELECTRICAL EQUIPMENT & INSTALLATION

Usmanpura, Near Famous Function Hall,
Degloor Naka, Nanded
Pin Code : 431 604



Pathan Mukhimkhan





VEDANT ENERGY SOLUTIONS LLP

A One Stop Solution Provider

#2, Udyogpoushp Apartments, Plot No. 230, Ulkanagar, Aurangabad - 431001 (M.S)
Contact: +91 9922904991, +91 7774037481, +91 993905044

Appointment Letter

Mr. Pradip Rajendra Gawande
Add: Chalempalgaon, Tal. Aurangabad
Near Power grid, Aurangabad

Date: 01/08/2021

Dear Mr. Pradip Rajendra Gawande,

With reference to your application and subsequent meeting with us, we are pleased to offer you an appointment in our organization with the effect of 1st August 2021.

The Compensation Structure and Terms and Conditions of Appointment are enclosed.

We request you to confirm to us your acceptance by returning the signed duplicate copy

of this letter.

We welcome you to Vedant Energy Solutions LLP, and look forward to a long and mutually beneficial association.

Thanking you,

Yours truly,

For Vedant Energy Solutions LLP,

VEDANT ENERGY SOLUTIONS LLP
AURANGABAD

Authorized Signatory



Dhoot Transmission Pvt. Ltd.

REFNO.:DTPL/HR/EPP/21.49

DATE- 30/06/2021

EPP CERTIFICATE

This is to certify that Mr. RAVIKANT DHANDIRAM RATHOD has completed Employment Promotion Program [EPP], as a trainee in our Organization.

From 02.12.2020 TO 01.06.2021 in the subject field of Electrical engineering.

His registration no.is 526C726271.

His performance during the training has been satisfactory.

We wish him all the success in his career.

For,
DHOOT TRANSMISSION PVT. LTD.

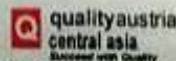


CORPORATE HR HEAD

CIN NO - U31300PN1998PTC131629

Harnessing Safety.....Building Future.

Gut No. 102, Farola III, Paithan Road,
Aurangabad - 431 105.Maharashtra. (INDIA)
☎: +91-2431-251446, 251776.
Tele Fax : +91-2431-251574.
E-mail : sales@dhoottransmission.com
Website : www.dhoottransmission.com



ISO 9001-2015, ISO 14001-2015,
IATF 16949-2016 & ISO 45001-2018

Regd. Office :
312, Nanekarwadi, Chakan,
Taluka Khed,
District - Pune- 410 501
☎: +91-2135 - 660781,
Fax : +91-2135-286499.

No.CGM/T/E/DET(Dist)/ADVT. No. 06-2019(DR)/ PR-1194/22814

Date:- 21.12.2020

OFFER LETTER

By R.P.A.D / E-mail

To,
ROHAN SANJAY KALE, (SC),
RH NO 3 EKTA NAGAR,
NEAR HIGH COURT COLONY,
AURANGABAD - 431001.

Sub.: Offer to the post of "DIPLOMA ENGINEER-TRAINEE (Dist.)
Ref.: Your application in response to the ADVT. No. 06/2019

Dear Sir / Madam,

With reference to the above, on the recommendations of the Competent Selection Committee and in pursuance of the approval accorded by the Competent Authority, we are glad to offer you position as "**DIPLOMA ENGINEER-TRAINEE (Dist.)**" **Selected against SC APPRENTICE** on purely trainee basis subject to verification of documents/certificates until further orders on the following terms and conditions:

TERMS AND CONDITIONS:

1. You have been offered position as "**DIPLOMA ENGINEER-TRAINEE (Dist.)**" and allotted to AURANGABAD REGION, AURANGABAD.
2. You will have to undergo training program for the period of one year out of which, you will be placed as trainee for a period of initial six months at various offices i.e. Corporate Office, Zone Office, RD Office and Sub Station, Section Office etc. and remaining six months as independent in-charge of the concerned area. A detailed training schedule will be communicated to you separately by the concerned Regional Director Office.
3. During training period, you will be paid a fixed stipend of **Rs. 18,000/-** per month.
4. You will be entitled for CPF & Gratuity and no other allowance will be applicable as per the prevailing Rules of the Company amended from time to time. The trainee period will not be counted for other service benefits.
5. After successful completion of trainee period, you will be appointed in the regular post of **Junior Engineer (Distribution)** in the pay scale of **Rs. 37340-1675-45715-1740-63115-1830-103375**. **As such your seniority in the post of Junior Engineer (Dist.) will be fixed from the date of appointment to the post of Junior Engineer (Dist.) and not from date of joining as DIPLOMA ENGINEER-TRAINEE (Dist.)**
6. After appointment, in addition to the pay, you will be eligible for such allowance as may be admissible under the Company's existing Service Regulations or as amended from time to time.

1/4



FEBTECH

Innovative Solutions for Aluminium Foundry

Date: 30/04/2021

To,

Rohan R. Mugatkar

C-31 Mukund Co Opp Hu. Soc

Mahjan Colony, Cidco

Aurangabad - 431003

Subject: Appointment Letter for Trainee Electrical Engineers

Dear Rohan,

Following your acceptance of the job offer letter which you signed on 25/04/2021, we would like to confirm your appointment with FEB-TECH INDUSTRIES as **Trainee Electrical Engineers**. Your employment is being subject to the terms and conditions listed below:

Starting Date:

Your starting date is 02/05/2021

Work Timings:

Your work timings are from 8:30AM to 7PM, Weekly Off Friday.

Probation Period:

You will be on a probation period for the first six months. Upon successfully completing the probation period, you will get Confirmation Letter.

Salary:

Your monthly salary is Rs. 12000/- For 10 Hr

Annual Leave:

You are entitled to 7 days of paid leave per year.

Further information governing your employment can be found in the signed contract as well as the Employee Policy document.

If you have further questions, please contact me directly or simply approach the HR department.

Congratulations on your appointment and welcome to FEB TECH INDUSTRIES. We look forward to years of fruitful cooperation and success. We wish you the best of luck in your new post.

Sincerely,

FOR FEB-TECH INDUSTRIES

Authority Signatory

Place:

Date:



FEB TECH INDUSTRIES

L-34 & 35, MIDC Waluj, Aurangabad(MS)-431136

+91 0240 2555513 | sales@febtech.co.in / febtech2007@gmail.com



औरंगाबाद महानगरपालिका, औरंगाबाद

जा.क्र. मनपा/विद्युत / ५६५ / २०१७

महानगरपालिका, औरंगाबाद

दिनांक :- १६/०८/२०१७

कार्यालयीन आदेश -

या कार्यालयीन आदेशाद्वारे खालील कनिष्ठ अभियंता/ विद्युत पर्यवेक्षक यांना आदेशित करण्यात येते की, पथदिवे देखभाल दुरुस्ती व विद्युत विषयक अनुषंगीक कामे करण्यासाठी ताह्य स्रोत (Out sourcing) मार्फत महाराणा एजंन्सीकडून पुरविण्यात आलेले अभियंते यांना खालील प्रमाणे कामे देण्यात येत आहे.

अ.क्र.	वार्ड कार्यालय	अभियंते / पर्यवेक्षक यांचे नांव
१	वार्ड कार्यालय क्र. १	श्री. यासीर मोहंमद शेख
२	वार्ड कार्यालय क्र. २	श्री. लईक सत्तार सय्यद
३	वार्ड कार्यालय क्र. ३	श्री. फरास अनिस पटेल
४	वार्ड कार्यालय क्र. ५	श्री. सचिन प्रकाश घमाट
५	वार्ड कार्यालय क्र. ६	श्री. सागर रमेश तायडे ✓
६	वार्ड कार्यालय क्र. ७	श्रीमती शुभांगी रत्नकांत राचतवार
७	वार्ड कार्यालय क्र. ८	श्री. सिध्दांत जावळे
८	कार्यालयीन कामकाज व इतर	श्रीमती खान झीबा सदब
९	कार्यालयीन कामकाज (म. रा. वि. मं व इतर)	श्रीमती प्राची सतिश पटवर्धन
१०	सी.सी.टी.व्ही/वाहतुक संकेतांक व इतर (सौ. वारभुवन कनिष्ठ अभियंता यांच्या सोबत काम करणे/ यांना सहाय्य करणे)	श्रीमती प्रियांका सांडुजी सिरसाट

शहर अभियंता

महानगरपालिका, औरंगाबाद

16/08/2017

प्रत :-

- १) प्रभारी उप अभियंता (विद्युत) महानगरपालिका, औरंगाबाद यांना माहितीस्तव!
- २) सौ. मोहिनी वारभुवन (कनिष्ठ अभियंता- वार्ड कार्यालय -४) यांना माहितीस्तव.
- ३) श्री. आर. सी. जोशी, (कनिष्ठ अभियंता- वार्ड कार्यालय -९) यांना माहितीस्तव.
- ४) संबंधीतास.

Candidate ID: 3876227 /513439,

Date of Joining: 01/28/2021,

Joining Location: Pune,

Designation: Analyst,

Dear Sandipan Sopan Mhaske,

To ensure that you experience a smooth onboarding, we would like to help you with a brief agenda for your day one at Capgemini.

1.	Welcome Address
2.	Verification of master data sheet, which contains your detailed information.
3.	Verification of joining documents*
4.	Receipt of employee handbook and visitor-cum-bus pass
5.	Submission of signed documents
6.	Receipt of hard copy of offer letter
7.	ID cum access card formalities
8.	Bank account opening formalities
9.	Meeting the buddy

Please report by 8:30 am at Pune office, for joining formalities as per the address mentioned below:

Address

Ground to 14th Floor of Development Block 1, Plot No 14,
Rajiv Gandhi Infotech Park, Phase III, Hinjewadi, Pune, Maharashtra - 411057

Please carry a complete set of original and photocopied documents (2 sets) as specified below.

1.	Hard copy / email copy of Capgemini offer letter shared with you
	<p>Employment Documents:</p> <p><u>Current Employment(Immediate Previous)</u> a) Relieving letter /Experience Certificate(if both these documents are not there, Resignation Acceptance Resignation acceptance mail is mandatory/Automated Copy of email resignation/Approved mail resignation (mentioning of last working day from the HR is mandatory)</p> <p>2. b) Payslips for last 3 months c) Form 16 d) Salary Account 6 months Bank Statement e) Letter of appointment/Offer letter from employer which captures start date</p> <p><u>Previous Employment</u> Service/Relieving Certificate all employments- Mentioning date of joining ,designation and last working day</p>
3.	<p><u>Education Documents</u> a) 10 Marksheet and certificate. b) 12th marksheet and Certificate. c) Graduation Marksheets and certificate/Diploma certificate. d) Post-Graduation Marksheets and degree certificate(If applicable) e) Any other relevant certificate</p>
4.	<p><u>Proof of identity/ Address</u> a) PAN Card b) AADHAR Card c) Passport In case any of the proof of Identity/Address mentioned above not available then any TWO of the below proofs</p> <p>4. i) Voters Id ii) Driving License iii) Ration card iv) Electricity Bills v) Gas card vi) Notarized Self Affidavit</p>
5.	Passport size photographs(6 nos)
6.	<p><u>Self Employed/CO-owner/Freelancing/ Partnership employment(s)(if applicable)</u> a) Form 16/Form 26AS b) Bank statement for 6 months c) Shop License</p>
7.	Cancelled Cheque of Saving Bank Account having IFSC Code details - Mandatory
8.	Details of your Provident Fund, Employees' Pension Scheme and Universal Account Number, if earlier member PF/EPS scheme Mandatory.

Please note that Capgemini may ask you to submit additional documents as and when required, especially with respect to the Background verification process.

In the absence of the above listed documents your onboarding may be delayed or deferred.

Kindly note:

- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:15 AM IST, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

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EMPLOYMENT OFFER LETTER

Capgemini Ref: 3876227 /513439,

01/12/2021,

Sandipan Sopan Mhaske
At post Kambi Tq Shevgaon,Kambi,,
AURANGABAD ,Maharashtra,
India

Confidential

Dear Sandipan Sopan Mhaske,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited ('Capgemini' or 'Company')** starting from **01/28/2021** (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4**

B) You will be required to work at the Company's offices in location **Pune**

C) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 300,002.00 (Rupees Three Lakh and Two only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:

Sandipan Sopan Mhaske,

Analyst

Total Cost to Company (CTC).

Rs.300,002.00

Monthly Components	Per Month	Annualized
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 4,005.00	Rs 48,060.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 5,000.00	Rs. 60,000.00
Advance Statutory Bonus	Rs. 3,064.00	Rs. 36,768.00
Gross monthly salary	Rs.22,069.00	Rs. 264,828.00
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.5,772.00
Total Fixed Compensation		Rs.292,200.00
Total Cash Compensation		Rs.292,200.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs. 7,802.00
Capgemini contribution to ESI		Rs.0.00
Total Cost to Company		Rs. 300,002.00

You may choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes. For details on claiming these instruments please check the Other Allowance and Reimbursements FAQ and Claim Forms.

Other Allowance & Reimbursements	Annualized
Telephone	19,800.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle Reimbursement	21,600.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.
 2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
 3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
 4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
 5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- ++ Employee's contribution towards PF will be made from the monthly salary.
- # This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

D.) The following elements are included in the compensation package stated above:

1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.
2. Gratuity- Upon cessation of employment after completion of continuous service of at least five (5) years with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act. The amount towards gratuity accrual forms a part of the above-mentioned compensation.
3. ESIC- In the event you are eligible, you will be covered under the Employees' State Insurance Act wherein, the Company will contribute towards ESIC at the statutory rate. Your contribution and the Company's contribution form a part of the above-mentioned compensation.

NOTE:

- a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.

E.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

If you become indebted to the Company for any reason, the Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you and collect any remaining balance from you.

F.) Probationary Period:

1. You will be on probation for period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.

2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

G.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

H.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
 - a. You will submit relevant documents as mandated by the Company.
 - b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;
 - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company;
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini);
 - g. Your background verification check (including address, academics, employment, criminal etc as applicable) conducted by the Company is cleared; and
 - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
 - i. Your employment shall be subjected to the below-mentioned additional terms and conditions.
 - a. You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 28-January-2021, our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b. You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - c. As a condition of your employment with the Company, you will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.

You fill the complete Back ground verification link given along with the welcome mail of the offer.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

I.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

J.) The Company's address for sending notice in relation to your employment is as below:

Kind Attn: Head - Human Resources

Address: Capgemini Technology Services India Limited,
Capgemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi
Mumbai, Maharashtra 400708

Email: hemployeeservices.in@capgemini.com

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Capgemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen(15)days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Capgemini Technology Services India Limited



Anilkumar Singh
Head - Talent Acquisition & Resourcing

Acceptance

I have read and understood the contents of this Employment Offer Letter and Exhibits hereto (hereinafter 'Letter ') and accept all the terms and conditions of this Letter in its totality. I confirm that there are no other oral/written understandings other than as detailed herein between me and Capgemini Technology Services India Limited.

This Letter supersedes all previous agreements (written or oral) between the parties in relation to the subject-matter. I confirm that I am not breaching any terms or provisions of any prior agreement or arrangement by accepting this offer.

Name: Sandipan Sopan Mhaske

Date: 01/12/2021

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. **CURRENT WORK LOCATION:**

1.1 Capgemini Technology Services India Limited ("**Capgemini**" or "**Company**") may require you to work at other Company locations and/or on customers' sites both, within or outside India. The Company shall seek to give you reasonable notice of extensive travel requirements, and to take into account your personal circumstances where appropriate.

1.2 Depending upon exigencies of business you may be transferred/deputed, at Company's sole discretion, within India or outside by the Company in any capacity as the Company may desire from time to time, from:

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

1.3 Such transfer/deputation/assignment/relocation shall not entitle you to ask for revision in your salary or any terms or conditions of your service. The Company does not guarantee the continuation of any benefits or perquisite at the new location. In all such cases of transfer/deputation/assignment/relocation you will be governed by the relocation policies and policies of the Company existing at that time. Consequent to such transfer/deputation/assignment/relocation, you will be governed by the terms and conditions of service as applicable to your category of employees in the new location (which includes but is not limited to office days/hours and holidays).

2. **DUTIES AND RESPONSIBILITIES:**

2.1 You shall devote your skill, knowledge and working time to the conscientious performance of your duties and responsibilities towards the Company. You shall perform your duties with diligence, devotion and discretion. You shall comply with all directions given to you by your reporting manager/supervisor and shall faithfully observe all the rules, regulations and Company policies. Further, the Company may, at any time, in its sole discretion, suitably modify your roles, responsibilities and duties.

3. **COMPENSATION:**

3.1 Your all-inclusive annual target compensation and corresponding details are provided in the Employment offer letter.

4. TRAINING:

4.1 During the term of your employment, the Company may offer you an opportunity to undergo certain specialized training, certification and/or skill upgradation from time to time, which shall inter alia enhance your career opportunities at the Company and otherwise. In case you accept the Company's offer for training, the Company is likely to incur expenses including in relation to training costs, course fees, recruitment and induction costs, salary and benefits during training period, opportunity loss, etc. Depending on the nature of training/certification and corresponding cost and expenses, the Company may require you to execute training agreement with the Company for a specific period (which will be indicated to you at that time) in consideration of the cost the Company would be incurring for such training/certification. Under such training agreement, you shall agree to inter alia serve a minimum term of employment with the Company, failing which you will be required to reimburse the Company for the cost of training/certification identified in the training agreement and any other costs related to the training/certification.

5. COVENANTS AND REPRESENTATIONS:

5.1 You also agree that during the term of your employment with the Company and for twelve (12) months after the cessation of employment, regardless of the reason of cessation of employment, you will not:

- a.) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company;
- b.) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates;
- c.) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d.) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended

5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at anytime during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at anytime during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your

employment without notice.

5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.

5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.

5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.

5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).

5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.

5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.

5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

5.14 You agree to comply with all laws, ordinances, regulations applicable in relation to your employment with the Company including but not limited to the anti-corruption laws, anti bribery laws such as Prevention of Corruption Act, 1988 of India, the Foreign Corrupt Practices Act, 1977 of the United States and the Bribery Act 2010 of the United Kingdom and/or data privacy laws. Without limiting the generality of the foregoing, you represent and covenant that you have not, and shall not, at any time, during your employment with the Company, pay, give, or offer or promise to pay or give, any money or any other thing of value, directly or indirectly, to, or for the benefit of: (i) any public servant, government official, political party or candidate for political office; or (ii) any other person, firm, corporation or other entity, with knowledge that some, or all of that money, or other thing of value will be paid, given, offered or promised to a public servant, government official, political party or candidate for political office, for the purpose of obtaining or retaining any business, or to obtain any other unfair advantage, in connection with the Company's business.

5.15 You hereby represent to the Company that:

- a.) you are legally permitted to reside and be employed in India;
- b.) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;
- c.) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;
- d.) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;
- e.) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f.) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

6.1 This is a highly Confidential and Private document. You are required to maintain, at all times, the confidentiality and ensure that the contents or details of this Letter are not shared with anyone.

6.2 You are aware that in the course of your employment with the Company, you shall have access to Confidential Information. "Confidential Information" shall mean and include, but not limited to, proprietary, confidential, sensitive, personal information about inventions, products, designs, methods, know-how, techniques, trade secrets, systems, processes, strategies, software programs, content, data, techniques, plans, designs, programs, customer information, works of authorship, intellectual property rights, customer lists, employee lists and any other personally identifiable information about any employee of the Company or its affiliate or personally identifiable information of its customers or clients of its customers, user lists, vendor lists, content provider lists, supplier lists, pricing information, projects, budgets, plans, projections, forecasts, financial information and proposals, intellectual property, terms of this Letter and any other information which due to the nature or character of such information, any prudent person might reasonably under similar circumstances treat such as confidential or would expect the Company to regard such information as Confidential, all regardless as to whether such information is in written form or electronic form or disclosed orally before or after the date hereof.

6.3 You agree that you may receive in strict confidence all Confidential Information of the Company, its affiliates or its clients or prospective clients of the Company or its affiliates. You further agree to maintain and to assist the Company in maintaining the confidentiality of all such Confidential Information, and to prevent it from any unauthorized use.

6.4 You agree and confirm that, you will, at all times:

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you;
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information;
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;
- f) not share such Confidential Information with any third party (specifically those person who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company);
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

6.6 You shall be under no obligation of maintaining confidentiality of such Confidential Information as per provisions of this clause if the information:

- a) was in your possession before receiving the same from the Company pursuant to this Letter;
- b) is or becomes a matter of public knowledge through no fault of yours; or

- c) is rightfully received by you from a third party without a duty of confidentiality.

6.7 If you are served with a court or governmental order requiring disclosure of any part of such Confidential Information, you shall, unless prohibited by law, promptly notify the Company before any disclosure and cooperate fully (reasonable expense to be borne by the Company) with Company and its legal counsel in opposing, seeking a protective order or limit, or appealing any such subpoena, legal process, request or order to the extent deemed appropriate by the Company.

6.8 Upon cessation of your employment with the Company or on a written request of the Company, whichever is earlier, you shall return or destroy (at the Company's option) any part of such Confidential Information that consists of original, and copies of, source material provided to you and still in your possession and, if requested by the Company, shall provide written confirmation to the Company to that effect.

6.9 You shall not, whether during your employment and/or after cessation of your employment, for whatever reason, use, disclose, divulge, publish or distribute to any person or entity, otherwise than as necessary for the proper performance of your duties and responsibilities under this Letter, or as required by law, any confidential information, messages, data or trade secrets acquired by you in the course of your employment with the Company.

6.10 If you are found to be in breach of this clause, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

6.11 You shall maintain the confidentiality of all price sensitive information and shall handle all such information on a strict 'need to know' basis i.e. disclose only to those within the Company who need the information to discharge their duty. You shall not pass on such information to any person directly or indirectly by way of making a recommendation for the purchase or sale of securities. Further, during your employment, you shall be subject to applicable trading restrictions e.g. when the trading window is closed, you shall not trade in the Company or any of its affiliates' securities during such period.

7. INTELLECTUAL PROPERTY:

7.1 "Intellectual Property Rights" shall mean all industrial and intellectual property rights (including both economic and moral rights), including, without limitation, patents, patent applications, patent rights, trademarks, trademark applications, trade names, service marks, service mark applications, copyrights, copyright applications, databases, algorithms, manuscripts, computer programs and other software, know-how, trade secrets, proprietary processes and formulae, inventions, trade dress, logos, design and all documentation and media constituting, describing or relating to the above.

7.2 You represent that all services performed by you for the Company shall be your original work and shall not incorporate any third party materials or work in which you or any third party asserts an ownership interest or Intellectual Property Right. Provided that in the event the Company is held liable or is faced with a claim for your violation of any Intellectual Property Rights belonging to a third party, you undertake to indemnify the Company (and/or any of its affiliates, as the case may be) against any and all losses, liabilities, claims, actions, costs and expenses, including reasonable attorney's fees and court fees resulting there from.

7.3 If at any time during your employment with the Company, you (either alone or with others) whether or not during normal business hours or arising in the scope of your duties of employment make, conceive, create, discover, invent or reduce to practice any invention,

modification, discovery, design, development, improvement, process, software program, work of authorship, documentation, formula, data, technique, know-how, trade secret or any Intellectual Property Right whatsoever (including all work in progress) or any interest therein (whether or not patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively '**Developments**') that:

- a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;
- b) results from tasks assigned to you by the Company; or
- c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

such Developments (including all work in progress) and the benefits thereof shall immediately become the sole and absolute property of the Company, as works made for hire or otherwise, and you shall immediately disclose to the Company, without cost or delay and without communicating to others the same, each such Development and all available information relating thereto (with all necessary plans and models).

7.4 You hereby irrevocably, absolutely and perpetually assign any and all rights (including any Intellectual Property Rights) you may have or acquire in the Developments and all benefits and/or rights resulting there from to the Company and its assigns without additional compensation on worldwide basis. You acknowledge that the salary and other payments receivable by you from the Company is adequate compensation for such assignment. You hereby waive and quitclaim to the Company any and all claims of any nature whatsoever that you may now have or may hereafter have in and to the Developments (including all work in progress).

7.5 All such assignment of rights shall be perpetual irrevocable, universal and shall not lapse, even if the Company fails at any time to commercially exploit any such Developments. Notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, any assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to you, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. You hereby agree to waive any right to and refrain from raising any objection or claims to the Copyright Board with respect to any assignment, pursuant to Section 19A of the Copyright Act, 1957. You further agree to assist and cooperate with the Company in perfecting the Company's rights in any of the Developments.

7.6 Any assignment of copyright hereunder (and any ownership of a copyright as a work made for hire) includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as 'moral rights' (collectively '**Moral Rights**'). If, you are deemed under applicable law to retain any rights in any Developments, including without limitation any Moral Rights, you hereby waive, and agree to waive, all such rights. To the extent that such waivers are deemed unenforceable under applicable law, you grant, and agree to grant, to the Company or its assigns the exclusive, perpetual, irrevocable, universal and royalty-free license to use, modify and market the Development, without identifying you or seeking your consent.

7.7 If you are not employed with the Company at the time when the Company requests your assistance in connection with the foregoing, the Company will pay you for your reasonable time expended in complying with the above terms at an hourly rate equal to the effective hourly rate at which you were paid the Company immediately prior to your termination as an employee.

7.8 Should the Company be unable to secure the signature on any document necessary to apply for, prosecute, obtain, protect or enforce any Intellectual Property Rights, due to any cause, you hereby irrevocably designate and appoint the Company and each of its duly authorized officers and agents as your agent and attorneys to do all lawfully permitted acts to further the prosecution, issuance, and enforcement of the Intellectual Property Rights or protection in respect of the Developments, with the same force and effect as if executed

and delivered by you.

7.9 Notwithstanding the foregoing, you will also be bound by Capgemini's policy with respect to Intellectual Property.

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company

8.2 You shall not undertake, whether directly or indirectly any full time or part time employment or operate or manage business of any kind whatsoever, so long as you are in employment with the Company.

8.3 During your employment if you become aware of any potential or actual conflict between your interests and those of the Company, then you shall immediately inform the Company about such conflict. Where the Company is of the opinion that such a conflict does or could exist, it may direct you to take appropriate action(s) to resolve such a conflict, and you shall comply with such instructions.

8.4 During the course of your employment, you shall not, either directly or indirectly, receive or accept for your own benefit or the benefit of any person or entity other than the Company any gratuity, emolument, or payment of any kind from any person having or intending to have any business with the Company.

8.5 To perform your duties towards the Company, you will have access to email, internet, Company assets (desktop, laptop, mobile phones etc.) and other Company infrastructure. You shall ensure that at all times your use of such facilities meets the ethical and social standards of the workplace. Further, your use of such facilities must not interfere with your duties and must not be illegal or contrary to the interests of the Company.

9. RETIREMENT/TERMINATION:

a.) Retirement

- (i) You will automatically retire from employment with the Company on the last day of the month in which you complete sixty (60) years of age. It is hereby clarified that the Company reserves its right to change the retirement age.

b.) Notice Period/Termination

- (i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.

Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three

months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.

- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).

- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.

- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.

- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

- (i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.

- (ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.

- (iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

10.1 Neither party shall be liable to the other party for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages, including but not limited to, loss of profits or loss of data, whether incurred as a result of negligence or otherwise, irrespective of whether either party has been advised of the possibility of the incurrence by the other Party of any such damages.

10.2 The Company's liability arising out of or in connection with this Letter, whether based in contract, tort (including negligence and strict liability) or otherwise, shall not exceed the amount paid by the Company to you for a period of three (3) months preceding the cause of action.

10.3 Notwithstanding anything to the contrary contained herein, you shall indemnify and keep indemnified the Company, its directors,

officers and employees from and against all claims, demands, actions, suits and proceedings (including any losses, damages, costs, charges and expenses), whatsoever that may be brought or made against the Company by any third party as a result of any act or omission, non-performance or non-observance by you of any of the terms and conditions of this Letter and/or arising from your failure to comply to any statute or enactment/s (including but not limited anti-bribery laws and data protection laws).

11. MISCELLANEOUS:

11.1 Notice: All notices to you in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by email (as per Company records) or by courier or by speed post addressed to the address mentioned hereinabove. It will be your responsibility to inform the Company of any change in your address and contact details including telephone numbers, personal email addresses etc.

All notices to the Company in relation to your employment shall be in writing and in English language and shall be served either by hand delivery or by sending the same by registered post or by courier or by speed post addressed to the Company's office address referred in the Employment Letter or by email with a physical copy by any of the abovementioned ways.

11.2 Severability: The parties acknowledge and agree that if any of the provision of this Letter is deemed invalid, void, illegal, and unenforceable that provision stands severed from this Letter and the remaining provisions of this Letter shall remain valid and enforceable.

11.3 Publicity: You shall not use the name and/or trademark/logo of Capgemini, its group companies, subsidiaries or associates before media (irrespective of the form whether print, audio visual, electronic etc.) in any other manner which is detrimental to the interest, image and goodwill of the Company and its affiliates without prior written consent of the Company. In the event you intend to share/disclose article which includes any information about the Company or its affiliates/customers for possible publication or dissemination outside the Capgemini group, you agree to inform the Company and obtain its prior written consent on the article you wish to disclose. Further, you agree to make such modifications/deletions/revisions to the article as are requested by the Company to protect its property/interest/reputation.

11.4 Non-Disparagement: During the term of your employment with the Company and at all times thereafter, you will not make any false, defamatory or disparaging statements about the Company, or the employees, officers or directors of the Company that are reasonably likely to cause damage to any such entity or person.

11.5 Waiver: No delay or failure of any party in exercising or enforcing any of its rights or remedies whatsoever shall operate as a waiver of those rights or remedies or so as to preclude or impair the exercise or enforcement of those rights or remedies. No single or partial exercise or enforcement of any right or remedy by any party shall preclude or impair any other or further exercise or enforcement of that right or remedy by that Party. Save as expressly provided in this Letter neither party shall be deemed to have waived any of its rights or remedies whatsoever unless the waiver is made in writing, signed by a duly authorized representative of that party and may be given subject to any conditions thought fit by the grantor. Unless otherwise expressly stated any waiver shall be effective only in the instance and for the purpose for which it is given.

11.6 Integration: This Letter alongwith its Exhibit constitutes the entire understanding between the parties and supersedes all previous agreements (written or oral) between the Parties in relation to its subject-matter.

11.7 Survival: Clauses 5.1, 5.13, 6, 7, 9(c), 10, 11.1, 11.7, 11.8 and 11.9 and any other clause which by its nature is expected to survive shall all survive the expiry/termination (for whatever reason) of the Letter and shall continue to apply.

11.8 Dispute Resolution/Governing Law: The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

11.9 Rights to Injunctive Relief: You hereby expressly acknowledges that any breach or threatened breach by you of any of your obligations set forth in this Letter and/or any of the Company policies may result in significant and continuing injury and irreparable harm to Company, the monetary value of which would be impossible to establish. Therefore, you agree that Company shall be entitled to injunctive relief in a court of appropriate jurisdiction with respect to such provisions.

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I, _____ residing at _____, do hereby provide my express consent to my employer, Capgemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, MIDC – SEZ, Village Man, Taluka Mulshi, Pune – 411057, Maharashtra (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

- a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
- b) payroll processing agencies for processing my payroll (including reimbursement claims),
- c) law enforcement agencies,
- d) to comply with a judicial/quasi judicial order,
- e) auditor (including internal auditors, statutory auditors or Capgemini's clients or their auditor) for the purpose of audit,
- f) insurance companies for the purpose of group insurance, personal accident insurance etc.
- g) service providers providing services for biometric access to office premises for monitoring attendance.
- h) foreign consulates, embassies etc and service providers (including travel agents) for the purpose of processing of visa, work permits etc.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:

- a.) affiliates of the Company for administrative purposes and/or audit;
- b.) clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.

4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.

5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.

6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.

7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:

Signature
Date:

Mr. Santosh Jadhav
AT. Bhosale Hospital,
Tal. Paithan
Ahmednagar

Mail: jadhavsantosh139@gmail.com
Mobile: +91 8668831840

Name	Christuraj B I
Department	HR Human Resources
Telephone	+91 (240) 3985 340
Fax	+91(240) 3985112
E-mail	christuraj.bi@siemens.com
Our reference Date	EM/HP/AW/ 19.09.2018

OFFER OF EMPLOYMENT - CONFIDENTIAL

Dear Mr. Jadhav,

Congratulations!

We thank you for your interest in discussing an opportunity with us. With reference to your application and the subsequent discussions, we are pleased to offer you the position title of **Floor Assembly Technician - Mechanic** in Position Level **PL14** and Business title of **Junior Executive - Manufacturing**. Your initial place of posting will be at our **GIS** factory at Aurangabad Works in our Energy Management Division.

Your annual compensation has been explained in the Annexure I.

You will be on probation for a period of 6 months from the date of joining.

You are requested to join us on or before **15th October, 2018**. In the event of you not joining us on or before the said date, this offer will automatically stand withdrawn.

This offer is subject to you being found medically fit by the Company's Medical Officer.

We would be verifying your credentials through reference checks and background verifications. Please note that furnishing of false information or suppression of any factual information relating to your employment as well as submission of false/ fake/ forged documents will result in cancellation of this offer.

Please countersign the duplicate of this offer letter mentioning the date of your joining as a token of your acceptance and return the same to us in the next two working days from the date of issuing this letter, post which this offer would be deemed to have been rejected by you.

Strictly Confidential

Siemens Ltd.
Management: Sunil Mathur

Plot No. E-76, MIDC Waluj, Aurangabad - 431 136 India
Tel.: +91 (240) 3985100

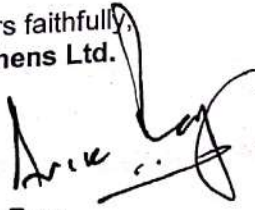
Registered Office: Birla Aurora, Level 21, Plot No. 1080, Dr. Annie Besant Road, Worli, Mumbai - 400030; Corporate Identity number: L28920MH1957PLC010839;
Tel.: +91 (22) 3967 7000; Fax: +91 22 3967 7500;
Contact / Email: www.siemens.co.in/contact; Website: www.siemens.co.in.
Sales Offices: Ahmedabad, Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Coimbatore, Gurgaon, Hyderabad, Jaipur, Jamshedpur, Kharghar, Kolkata, Lucknow, Kochi, Mumbai, Nagpur, Navi Mumbai, New Delhi, Puducherry, Pune, Vadodara, Visakhapatnam.


On your first day of joining, you will report to Mr. Ravi Mate (+91 240 3985 395). Please carry the original documents along with additional copy/copies as specified in the Annexure II.

It is also mandatory to provide the copy of relieving letter from your present employer and details of your Permanent Account Number (PAN).

We are sure that our working environment will be conducive for your professional and personal growth. We welcome you to the House of Siemens and look forward to your valued contribution in taking Siemens Ltd. to greater heights.

Yours faithfully,
Siemens Ltd.


Avik Roy
Vice President – High Voltage Products


Christuraj B I
Chief Manager - Human Resources

I confirm and accept the above and will join on _____

Signature: _____
Name : _____

Date:12-05-2021

Welcome Note

Dear **Mr. Shivshankar Kalyan Lahane**

Congratulations and welcome to Randstad family! We are delighted to have you as part of our organization. Your role and association with us is critical in fulfilling the mission of our organization. We hope, our association will be professionally meaningful and mutually beneficial. You join a group of our 60,000 + Employee Workers (EW) deputed to our various clients, in order to partner in their business success.

Thank you for the information and documentation provided to ease your on-boarding process. You can continue to use our online portal to access and download your monthly pay slips, edit personal details, download forms required for registering your employment for various statutory benefits. The next few pages will give you more information on your employment with us.

For any queries, please feel free to contact the Randstad Help Desk. The facility is currently available Monday through Friday, 9:30 am to 6:30 pm. You may contact the Help Desk through one of the three methods below:

1. Log in to [Click here to log in Randstad Portal](#)
2. Call us Toll free 1800 420 9944
3. Email us to flexicare@randstad.in

Our Core Values: As a new entrant, we would like you to know that randstad is known for continuing to adhere to and live by the core values established in our early days. Its good to know that every Randstad employee continues to keep to and live by these values today. They are

To Know - We are experts. We know our clients, their companies, our candidates and our business. In our business its often the details that count the most

To Serve - We succeed through a spirit of excellent service, exceeding the core requirements of our industry.

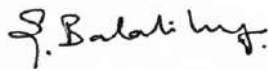
To Trust - We are respectful. We value our relationships and treat people well.

Striving For Perfection - We seek to improve and innovate constantly. Its our job to help our clients and candidates to find satisfaction in all their pursuits. This is what gives us the edge.

Simultaneous Promotion Of All Interests - We take our social responsibility seriously. Our business must always benefit society as a whole.

I wish you all the very best as you embark on an exciting journey with Randstad while enhancing your professional stature, along the way.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

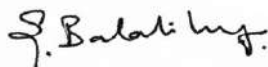
Dear **Mr. Shivshankar Kalyan Lahane**

This is reference to your application and subsequent interview had with you, we are pleased to offer you a Fixed Term contractual assignment in our organization on the following terms and conditions.

1. You are appointed in our organization is on Fixed Terms Contractual assignment basis for the fixed duration from 12-05-2021 to 11-01-2022
2. Your designation will be Junior Engineer.
3. Your appointment will automatically come to an end on the expiry of the duration of appointment, however your fixed term contractual assignment may be renewed by issuing written communication in case there is a manpower requirement in the organization and basis on your performance during the above mentioned period.
4. You will be deployed at our Client's site at AURANGABAD or as may be instructed and transferred from time to time by us.
5. Depending upon the requirements of the Client where you are deputed, you may be transferred to any location anywhere in India.
7. You are our employee. You will not accept any employment offers from our Client during the period of the fixed term contractual assignment and without our permission.
8. You will not either directly or indirectly raise any demand for benefits or claims of whatsoever nature on our client. You are required to raise all your queries and grievances pertaining to your employment and benefits to us only.
9. Your compensation is calculated on a cost-to-company basis, is Rs.290,580.00 /- p.a. with the details provided in Annexure I.
10. You will fully perform the services in the professional manner at the Client's site / location until the completion of the term of the work assignment.
11. During the term of the work assignment, you shall render services exclusively to the Client or as per our instructions and such performance shall not be inconsistent with any obligation you may have to other third parties.
12. You will not engage in any conduct which is detrimental to the interest of the Client or us.
13. You will not receive or demand any payments of any nature directly or indirectly from our Client.
14. Your contract of employment with us will be subject to termination by one calendar months' notice on either side. However, either party may terminate the contract of employment without notice or assigning any reason thereof or without waiting for the expiry of the notice by paying to the either party the one-month salary.

Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,



Authorized Signatory
Balakrishnan S
Head - HRSSC

Acceptance of Terms & Conditions of Fixed Term contractual assignment I have read and understood the terms and conditions as stated in this letter and I hereby agree and accept the same at my own volition. I undertake to abide by all the terms and conditions in the letter.

Signature of employee

Name of employee

Date: 12-05-2021

To,
Mr. Shivshankar Kalyan Lahane,
Empcode -1495012

FIXED TERM CONTRACT OF EMPLOYMENT

We are pleased to appoint you in our organisation as Junior Engineer, for a fixed period of employment, on the following terms and conditions:

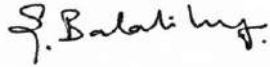
1. Your contract of employment shall be valid for a period of 8 months from 12-05-2021 to 11-01-2022. Notwithstanding this, in the event of the project/ work for which you are being employed comes to an end before the aforementioned period, this contract shall be co- terminus with the aforementioned project/work. At the end of the above referred period, the contract will stand terminated automatically without any notice or communication to you, unless they are explicitly extended by us by a letter in writing.
2. Notwithstanding anything above, depending upon the aforementioned project/work, the Company reserves its right to extend your temporary appointment for such period or periods as may be necessary depending upon the exigencies relatable to the work for which you are hereby engaged. In that event, the Company shall in writing extend your temporary assignment on the terms as may be indicated in such letter and in the event of your acceptance of such extension of the assignment you shall be governed by such terms and conditions as may be indicated therein.
3. During the period of fixed contract, your services could be deputed at the sole discretion of the Management to any of our clients company or locations to do work pertaining to or incidental to the clients business.
4. Details of your salary break up with components is as per the Annexure 1.
5. Provident Fund will be remitted as per law, applicable from time to time.
6. You will be covered under a Medical Insurance upto 100000 per annum and Group Accident Insurance Scheme of 300000 & Group Terms Life Insurance of 0. This policy will come into effect after 30 days of your joining the company.
7. You will be eligible for leave as per the clients company policy,during the period of your contract of employment.
8. You will be entitled to all other statutory benefits wherever applicable during the fixed period of contract.
9. You are advised to read and understand Randstad Health & Safety Policy for deputees (Annexure 2) and comply with relevant policies that are in practice at SIEMENS LIMITED through their MSP partner Team HR Services Private Limited. Adherence to the stated and relevant policies is a condition of employment with Randstad. In the event you are found to be non-compliant of any of the applicable policies, Randstad reserves the right to take necessary action against you.
10. This contract shall be terminable by either party giving 30 days notice in writing or salary in lieu of notice, to the other.
11. At Randstad your privacy is important to us. By submitting your personal information,you have agreed and consented to Randstads processing of your personal information for the intended purposes of employment opportunities. Please note that your involvement in any violation of data protection laws or causing data breach would result in disciplinary action, which can lead to immediate termination and withholding of your pecuniary benefits.

We are consciously endeavoring to build an atmosphere of trust, openness, responsiveness, autonomy and growth among all members of the Randstad family. As a new entrant, we would like you to wholeheartedly contribute in this process.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Wishing you the very best!
Yours truly,

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

Acceptance:

I Shivshankar Kalyan Lahane have read and hereby accept the above mentioned terms and conditions

Signature :

Date :

Registered Office :

Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

Date: 12-05-2021

Mr. Shivshankar Kalyan Lahane,
Empcode -1495012

DEPUTATION LETTER

Further to clause 3 of your letter of employment, we are pleased to advise you that your services are being deputed to SIEMENS LIMITED ,who is our client, with effect from 12-05-2021 at their AURANGABAD office ,through their MSP partner Team HR Services Private Limited. The terms and conditions of your deputation will be as follows:

1. You will, with effect from 12-05-2021, be required to work at our clients office/ premises at any of their locations.
2. During the tenure of the deputation, you will continue to be an employee of Randstad.
3. In the day to day functioning or carrying out all responsibilities, you will receive instructions from SIEMENS LIMITED through their MSP partner Team HR Services Private Limited and will undertake to abide by any suggestions, etc. given by any assigned person(s).
4. You shall also abide by any training that may be offered to you by SIEMENS LIMITED through their MSP partner Team HR Services Private Limited.
5. You shall be bound to follow the working hours of SIEMENS LIMITED through their MSP partner Team HR Services Private Limited.
6. You shall take care not to disclose confidential information / trade secrets, etc that you may come across in the course of your responsibilities to anyone outside SIEMENS LIMITED through their MSP partner Team HR Services Private Limited and use such information only in connection with the service provided to SIEMENS LIMITED through their MSP partner Team HR Services Private Limited.
7. You shall at no point of time stake any claim or right to claim employment, damage, loss or compensation of any sort whatsoever against SIEMENS LIMITED through their MSP partner Team HR Services Private Limited. This arrangement is purely a contractual agreement between Randstad and SIEMENS LIMITED for the time specified.
8. You shall not engage in any act subversive of discipline in the course of your duty/ies in the property of SIEMENS LIMITED through their MSP partner Team HR Services Private Limited or outside, and if you were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.
9. You shall be responsible for protecting the property of SIEMENS LIMITED through their MSP partner Team HR Services Private Limited entrusted to you in the due discharge of your duties and shall indemnify SIEMENS LIMITED through their MSP partner Team HR Services Private Limited when there is a loss of any kind to the said property.

All the other terms and conditions of your employment remain unchanged.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Yours truly,
For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Shivshankar Kalyan Lahane have read and hereby accept the above mentioned terms and conditions

Signature :

Date :

Registered Office :

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Schedule A
Assignment Details of Shivshankar Kalyan Lahane

Name	Shivshankar Kalyan Lahane
Client Name	SIEMENS LIMITED
Place of Deputed	AURANGABAD
Designation	Junior Engineer
Start date of Assignment	12-05-2021
End date of Assignment	11-01-2022

Annexure 1: Salary Break - Up Details

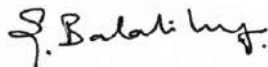
Component	Monthly	Yearly
Basic	15,000.00	180,000.00
House Rent Allowance	1,500.00	18,000.00
Statutory Bonus	1,250.00	15,000.00
Other Allowance	783.00	9,396.00
Deputation Allowance	3,250.00	39,000.00
Gross Salary	21,800.00	261,600.00
Employer's Contribution to EPF	1,800.00	21,600.00
Insurance	465.00	5,580.00
Workmen Compensation Policy	17.00	204.00
EDLI	75.00	900.00
PFADMIN	75.00	900.00
CTC (Cost to the company)	24,215.00	290,580.00
Employee's Contribution to EPF	1,800.00	21,600.00
Net-Take Home	20,000.00	240,000.00

* Income tax, Professional Tax and LWF as applicable will be deducted. All taxes will be deducted as applicable by law.

* Your salary is strictly confidential.

For Randstad India Pvt Ltd.

Accepted By



Authorized Signatory
Balakrishnan S
 Head - HRSSC

Shivshankar Kalyan Lahane

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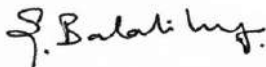
General Terms & Conditions

1. You will have to provide signed copies of all documents and forms in the joining kit including the signed appointment letter to Randstad India Private Ltd. (RIPL) within a period of 30 days from your date of joining. The documents can be either couriered or handed over in person at the designated RIPL offices. You will not be eligible for payroll in the subsequent months if these documents are not received within the 30 day period from your date of joining.
2. RIPL is working towards having a safe transaction mode for all payments and follows the practice of remitting salary, reimbursement, F&F and other payments directly to your designated bank account. You are required hereby to confirm your acceptance of the same and provide your Bank Account details with proof (cancelled cheque or copy of bank pass book or bank statement) within 15 days of the date of joining to RIPL personnel at the designated RIPL offices or send an e-mail with scanned copy of the proofs mentioned to flexicare@randstad.in mentioning "bank account details" in the subject line of the mail.
3. You will have to provide your PAN card details within 15 days of your date of joining
 - a. In case, you dont have a PAN card, you will have to apply and provide the acknowledgement copy within 15 days from the date of joining.
 - b. In case you do not provide PAN card details and your income falls under the taxable limits, you will be paid your monthly salary after deduction of taxes as per the existing tax laws.
4. Your pay slips will be available online for viewing, downloading and printing. This is a digitally generated document and does not require a physical signature for verification. The pay slip will be available at the end of first week of the month and will be deemed to have been received and accepted by you. For any clarifications or queries, regarding the same you can send an email to flexicare@randstad.in referencing your RIPL employee ID.
5. In case of any reimbursable components in your salary structure, you will be required to submit necessary proofs of payments and bills for the same, failing which the payments will be made after deduction of appropriate taxes.
6. If you are eligible for ESIC benefits and have an existing ESIC number, please inform in advance through the ESIC nomination form in your joining kit to retain the existing ESIC number. For PF transfer from an existing PF account, you will need to fill and submit the PF transfer form in your joining kit.
7. RIPL does not accepts or retain any original certificates/ documents pertaining to your educational and other qualifications. You may be required to produce the same for verification purposes only, if requested by authorized RIPL personnel.
8. You will have to complete all the exit formalities and hand over any assets including but not limited to ID cards, laptops, mobiles, etc. in your custody before your Last Working Day (LWD) in the organization. Your Full & Final Settlement (F&F) will be completed only if the exit formalities are done on time, which shall not exceed 45 days.
9. Your F&F settlement amount will be transferred to the bank account used for your salary transactions. In case, there are dues to be recovered from you in the F&F settlement, you will be issued your relieving letter and experience letters only on clearance of these dues.

As a token of your acceptance of the above terms and conditions, you are requested to sign the duplicate copy of this letter and return to us. In the event of not receiving a signed copy of this letter from you, this letter will be deemed to have been accepted by you upon the receipt of the following month's salary

Yours truly,

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

I, Shivshankar Kalyan Lahane have read and hereby accept the above mentioned terms and conditions

Signature :

Date :

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Annexure 2: HEALTH AND SAFETY POLICY

1. Introduction

Randstad recognizes people as its most important asset and is committed to ensuring safe and healthy work environment for all its employees and people visiting its premises. Randstads Corporate Policy necessitates a specific Health & Safety Policy for its outsourced employees. Given that our EWs are redeputed to various client sites, where each client's Health & Safety Policy would be different, it is our commitment to ensure that our EWs have safe working conditions, where risks if any, are well managed and our clients treat all our EWs as they would treat their direct employees in matters of health & safety.

This document is to be read and thoroughly understood by all Randstad EWs at the time of joining an assignment; it requires them to be aware of the policy and our recommendations for safe working practices.

We assure that we will not depute an EW to a client site, which causes an Occupational Hazard or risk to Health. We will only work with clients who are aligned to our Health & Safety Policy for EWs. Additionally, we advise our EWs and employees to bring to our notice, situations that an EW might encounter and could be a potential health & safety issue.

We also ask our EWs not to endanger themselves or their colleagues at work by violating any safety rules, and to comply with work place instructions besides ensuring that they wear Personal Protective Equipment where advised. Our EWs are asked not to interfere with or misuse anything provided for their safety, health and welfare. This is a condition of employment with Randstad. Management reviews will be held each year to review implementation of this policy and draw upon further improvements for the following year. These improvements will include the policy itself and the associated business processes to attain objective of this policy.

2. Health & Safety Policy

Health & Safety in the work place is every one's responsibility. Randstad regards promotion of Health & Safety measures as a mutual objective for the management and employees, including deputed employees. Randstad has factored in statutory requirements while arriving at this Health & Safety Policy.

General Safety

1. Ensure that you are aware of your own responsibilities in respect of relevant health, safety and environmental matters.
2. Follow instructions the way it is meant to be. Use entries and exits, lifts in the manner it is meant to be.
3. Ensure you have your EW ID card on your person at all times with your photograph, Randstad contact details and Nos. displayed in a clear manner.
4. If you have a visitor, ensure your visitor signs in and receives a security pass. Do not take your visitor into the client premises without permission.
5. You will not enter your work premises while under the influence of alcohol, drugs or any substance which may endanger your health or safety and/or that of any other person.
6. Beware of fact that many things which may be obvious get overlooked while working. Thus, appropriate care and concentration is required at work to ensure general safety.

Fire Safety

1. Ensure familiarity with the fire safety procedures in work place. Most organizations have fire safety training as a statutory requirement. Ensure you attend the same, after seeking necessary permission from your reporting manager.
2. Understand different kinds of fire fighting equipments installed at your work place.
3. Please become familiar to the sound of the fire alarm and know the emergency/fire exits. These are not normal entry/exits. These exits are signed with the statutory fire exit signs.
4. Attend fire drill if any at your work place and undergo evacuation training.
5. Avoid taking personal risks; do not try to tackle fire on your own.

Accident & First Aid

Familiarize yourself with the First Aid arrangements at your work place. Do not leave vehicles or items relating to your work

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in places other than that which is designated. This will help prevent accidents.

1. Follow rules on speed limit and wearing safety gear as is prescribed at the work environment that you are at.
2. If your office premises require you to wear a helmet while entering or exiting, comply with the same.
3. In the event of an accident, do not handle it on your own; follow procedures that you may have been trained in; inform the facilities manager or emergency numbers provided.
4. Understand accident report procedures at your work site.
5. Always let someone know, where you are going and your expected time of return.

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CODE OF CONDUCT

This Code of Conduct describes and summarizes the standards of business conduct for Randstad and also highlights the importance of ethical value in conducting the business affairs of Randstad.

Randstad would also review all applicable Randstad policies and procedures from time to time. This Code of Conduct is subject to modification. It maybe updated as and when needed and the employee hereby agrees to accept the terms of such revised documents.

The Employees of Randstad are expected to act in accordance with the highest standards of personal and professional integrity, honesty and ethical conduct. The honest conduct would be a conduct that is free from fraud or deception. Interactions with the clients, candidates, co-employees and any other individual shall be conducted in accordance with the standards mentioned.

It is the policy of the Company to conduct all of its business in an honest and ethical manner. In doing business anywhere in the world, neither the Company nor any employee or an entity associated with the Company shall offer, pay, promise, authorise or receive any bribe or other illicit payment or benefit in violation of any of the Anti-corruption Laws of the Country or the anti-corruption laws of any other nation in which the Company does business or renders services. This shall form part of the Company's Code of Conduct and Business Ethics.

The Employee agrees that he/she shall devote his/her full attention to the activities of Randstad and shall not, either during the term of the Employment or for a period of six months thereafter, take up employment with any company that is engaging in or himself/ herself enter into any business that is identical or similar to, the business carried on by Randstad. The Employee further agrees that at any time during the subsistence of the Employment or for a period of six months subsequent thereto, the Employee shall not offer employment or consultancy or otherwise solicit the Employees of Randstad to work with him/her or any employer where he or she is employed.

It is not practical and possible to list all situations in which conflict of interest may arise, however, following examples of situations, which may constitute a conflict of interest, are provided for your perception regarding the nature and scope of the term a conflict of interest:

1. Engaging in any activity that interferes with your performance or responsibilities to Randstad
2. Accepting simultaneous employment with a Randstad supplier, customer, developer or competitor or taking part in any activity that enhances or supports a competitor's position
3. Conducting the business of Randstad with relative or with a business in which a relative is associated in any significant role
4. Accepting any offer, payment, promise to pay, or authorisation to pay any money, gift or anything of value from customers, vendors, consultants, etc. that is perceived as intended, directly or indirectly, to influence any business decision, any act or failure to act, any commitment of fraud, or opportunity for the commission of any fraud.
5. Competing, directly or indirectly, with Randstad for the purchase or sale of the property, products, services or other interest This Code of Conduct is part of the Corporate Governance of Randstad which extends equal opportunities to men and women at work, adhering to all legal compliances. Randstad's policy of transparency among employees are enabled through various HR practices including appraisals and performance evaluation, with adequate health and safety policies in place protecting the employee and the environment with a spirit of working together for the National interest.
6. You will be eligible for leave as per the client's company policy,during the period of your contract of employment.
7. You will be entitled to all other statutory benefits wherever applicable during the fixed period of contract.

Protection Of Confidential Information

All confidential information must be used for the purposes of Randstad. All Employees of Randstad must protect and respect the Intellectual property rights including the intellectual property rights of the clients of Randstad. Any violation of the intellectual property rights of any of the third parties in the capacity of a employee of Randstad shall be treated as illegal and shall be subject to legal action. The obligation to safeguard the proprietary and confidential information continues to exist even after leaving the employment of Randstad. Each of the Employees has liability to return all corporate confidential information in possession while leaving Randstad. They shall not be destroyed by any employee even while leaving Randstad, which shall amount to infringement of the Intellectual property rights of Randstad.

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Protection And Use Of Randstad's Assets

All Employees are responsible for protecting and for appropriate use of the assets of Randstad. The Employees must safeguard the assets of Randstad against loss, damage, misuse or theft. Any violation of this aspect of the code will subject to the disciplinary action up to and including termination of the employment or business relationship. The assets of Randstad including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of Randstad, hardware and software and all other electronic communication devices, must be utilized in legal, ethical and appropriate manner. Unauthorised usage of Randstad's assets to deal with any illegal transaction shall be subject to legal action.

Protection And Use of the Client's Assets

All Employees are responsible for protecting and for appropriate use of the assets of the client where the Employee is stationed. The Employees must safeguard the assets of the client against loss, damage, misuse or theft. The assets of the Client including vehicles, spares and supplies, equipments, stationery, funds, brand and logo of the Client, hardware & software and all other electronic communication devices, must be utilised in legal, ethical and appropriate manner. Further, the Employee shall refrain from any unauthorised use, access, disclosure, alteration and/ destruction of information systems including but not limited to CV database, CV database, client's JD/JS details, client's CTC policy and break-ups, and any other confidential information, written or oral, whether or not, specified explicitly by the Client.

Employee Developments

The Employee agrees to communicate to Randstad as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with Randstad and for a period of 1 [one year] thereafter for the purpose of determining Randstad's rights in such Employee Developments.

press releases

The Employee shall not put out any press or other media release or make any public announcement or statement relating in anyway to the business of the Client/Randstad, the activities of the Client/Randstad and for such other information without the prior written consent of the authorised personnel.

Disciplinary Actions

It is expected from all Employees covered under this Code of Conduct that they will adhere to the principles and rules laid down in this code. The appropriate disciplinary action will be taken against the delinquent Employee who is found to violate these principles and policies or any other policy of Randstad. The disciplinary action may include immediate termination of employment, appropriate legal action or severing of business relationship at Randstad's sole discretion. Randstad will recover any loss suffered by it due to violation of the provisions of this code by any delinquent in legal manner. All Employees are encouraged to report any suspected violation promptly.

(The Employee)

By

.....

Name

Shiyshankar Kalyan Lahane

Title

Junior Engineer

Witness

(Randstad India Ltd.)

By

.....

Name

Balakrishnan S

Title

Head - HRSSC

Witness

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Non-Disclosure Agreement

This Non-Disclosure Agreement is made and entered on this 12-05-2021 day of 2021 at AURANGABAD by Mr/Ms Shivshankar Kalyan Lahane Son/Daughter of Kalyan Lahane aged about 26 years and residing at At.Aurangpur Post Sirsala Tq.Parali Dist.Beed,Beed,431128 hereinafter referred to as employee.

To

Randstad India Ltd. a company incorporated under the Companies Act, 1956 and having its registered office at Old No.5&5A, No.9, Pycrofts Garden Road, Nungambakkam, Chennai - 600 006, Ph: 044-6622 7000

WHERE AS

Randstad India Ltd. is a subsidiary of Randstad Holding NV, Netherlands and includes its other subsidiaries like Randstad Executive Search Ltd, Minvesta Infotech Ltd in India and such other Foreign Subsidiaries across the globe. This NDA is intended to maintain the confidentiality of all such confidential information available to all the EMPLOYEES of the Group. Essentially this NDA applies to whichever Group of Company, the EMPLOYEE is employed with, irrespective of his/her employment in maintaining the confidentiality of the available confidential information.

In the above context, the Group Company which has employed the Employee shall hereinafter be construed as "Company", which expression shall include the group companies within the context and meaning of this NDA agreement to maintain the confidentiality by the Employee. This expression shall hold good for the purpose of this NDA only and not in any other context of interpretation.

WHERE AS

1. The Company has offered and the Employee has agreed to take up employment with the Company under the terms and conditions set out in the letter of Appointment the ("Employment Agreement").
2. In accordance with the terms of the Employment Letter, the Employee hereby executes this Non-Disclosure Agreement with regard to the confidential information and the competition obligations of the Employee.

NOW THE PARTIES AGREE AS FOLLOWS

For the purpose of this Agreement, the term "Confidential Information" shall mean and include any and all tangible expression of information including all written or oral disclosures made by the Company to the Employee, provided to the Employee by the Company or parent, subsidiary, group company or customer of the Company or otherwise received by the Employee in the course of his/her employment with the Company or any intellectual property belonging to the Company, and shall specifically include, without limitation, pricing, methods, processes, financial data, technical data, lists, products, trade secrets, know-how, photographs, plans, notes, renderings, journals, notebooks, computer programs, computer readable video, audio or sound files, and samples relating thereto as well as any confidential or proprietary information owned by any other person or entity and furnished by such person or entity pursuant to an undertaking to maintain the same in confidence.

The Employee agrees that he/she shall, at all times, during the term of his/her employment with the Company hold the Confidential Information in trust for the Company and shall not in any manner use, transfer, publish, disclose, or report the Confidential Information directly or indirectly, except to other Employees of the Company or to authorised third parties as may be necessary in the ordinary course of the duties of the Employee for the Company or otherwise as directed by the Company.

The Employee represents that his/her performance of the terms of this Agreement and his employment with the Company does not and will not breach any agreement to keep in confidence information previously acquired by him/her in confidence from any third-party. The Employee represents that he has not entered into, and agrees not to enter into, any agreement in conflict with this Agreement or which in any way prohibits his performance of or restricts his ability to perform his obligations under this Agreement. The Employee has not brought, and agrees he/she will not bring, with him/her to the Company for use in his/her employment with the Company any materials or documents of a former employer or any other person or entity for whom he/she has provided services (paid or unpaid) that are not generally available to the public unless he/she has obtained express written authorisation from the former employer or other person or entity for whom he/she has provided such services for their possession and use.

The Employee agrees that if his/her employment is terminated at any time during or at the end of the probationary period as provided in the Employment Letter, the provisions of this Agreement shall continue to remain binding on the Employee.

The Employee agrees that he/she shall not for a period of three years from the date of termination of the Employment Letter, directly or indirectly, disclose, transfer, or use any Confidential Information, except with the prior written consent of the Company or except, in accordance with the provisions of Clause 6 hereunder, when so required pursuant to a valid and subsisting order of a court or other judicial, quasi-judicial or government body.

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If the Employee is required, either during his/her employment or at any time within the three-year period specified in Clause 5 above, to disclose Confidential Information pursuant to a valid and subsisting order of a court or other judicial, quasi judicial or government body, the Employee shall, forthwith, upon receiving notice of the requirement of such disclosure, give adequate notice to the Company thereof so as to allow the Company a reasonable opportunity to limit such disclosure. In any event the Employee, in making such disclosure shall only disclose such information as maybe absolutely necessary and only to the extent expressly required by the court or other judicial, quasi judicial or government body.

The absence of any marking or statement that a particular item of information is Confidential Information shall not affect its status as Confidential Information. The Employee shall bear the burden of proving that, that information is not Confidential Information.

All notes, proposals, documents, data, floppy disc(s), zip drives, tapes, reference items, sketches, drawings, memoranda, records, and other materials and media in any way containing any Confidential Information or related to the Confidential Information or otherwise to the Company's business shall belong exclusively to the Company. The Employee shall make copies of such material only if absolutely necessary in the course of the Employee's employment with the Company or otherwise for the benefit of the Company. The Employee hereby undertakes to return to the Company all copies of such materials in the Employee's possession or under the Employee's control at the request of the Company or, in the absence of such a request, upon the expiry of the terms of this Agreement.

The Employee represents and warrants that the performance by him/her of all of the terms of this Agreement and any services to be rendered by him/her as an Employee of the Company do not and will not breach any fiduciary or other duty, covenant, or agreement relating to any proprietary information, knowledge of data acquired by the Employee in confidence, trust, or otherwise, prior to the Employee's employment by the Company to which the Employee is a party or by the terms of which the Employee may be bound. The Employee covenants that he/she shall not, during his/her employment with the Company do any act or deed which conflicts with the provisions of any prior contract or agreement. The Employee further

covenants and agrees not to enter into any agreement or understanding, either written or oral, in conflict with the provisions of this Agreement. The Employee shall promptly disclose to the Company and assign in favour of the Company in such form and manner as the Company may reasonably require all

1. inventions (whether patentable or not, and whether or not patent protection has been applied for or granted), improvements, developments, discoveries, proprietary information, trade marks, trade names, logos, art work, slogans, know-how, processes, source code, application development, designs (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials therefore), and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages whether now existing or subsequently developed by the Employee ("Employee Developments") and
2. such information and data pertaining to the business, operations, personnel, activities, financial affairs, and other information relating to the Company and its customers, suppliers, Employees and other persons having business dealings with the Company as maybe reasonably required for the Company to operate its business ("Proprietary Information"). It is understood that the Employee Developments and the Proprietary Information is proprietary in nature and shall be for the exclusive use and benefit of the Company, shall be and remain the property of the Company both during the term of employment with the Company and thereafter and shall be held in trust by the Employee for the sole right and benefit of the Company. If so requested by the Company, the Employee shall execute and deliver to the Company any instrument as the Company may reasonably request to effectuate the assignment of any such Employee Developments or Proprietary Information to the Company or to otherwise evidence, establish, maintain or protect the Company's right, title and interest thereto. Without limiting the generality of the foregoing, the Employee hereby releases and waives and assigns to the Company any and all claims and rights which he/she has against the Company in respect of the Employee Developments, including without limitations, technology, know-how, licences or other proprietary rights or processes of the Company.

The Employee agrees to communicate to the Company as promptly as practicable all Employee Developments he/she conceives or develops (either alone or jointly with others) at any time during his/her employment with the Company and for a period of [one year] thereafter for the purpose of determining the Company's rights in such Employee Developments. During the term of his/her employment and thereafter, the Employee will assist the Company and/or its nominees or assigns (without charge but at no expense to Employee) in every lawful way to obtain, maintain and enforce any and all intellectual property rights and protections relating to all Employee Developments, including by executing relevant documents. Employee hereby irrevocably designates and appoints the Company and its duly authorised officers and agents as his/her agent and attorney in fact to execute and file any and all applications and other necessary documents and to do all other lawfully permitted acts to further the prosecution, issuance or enforcement of patents, copyrights, trade secrets and similar protections related to such Employee Developments with the same legal force and effect as if the Employee had executed them himself/herself.

Registered Office :

Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in

The Employee agrees that he/she shall devote his/her full attention to the activities of the Company and shall not, either during the term of the Employment Letter or for a period of six months thereafter, take up employment with any company that is engaging in or himself/ herself enter into any business that is identical or similar to, the business carried on by the Company. The Employee further agrees that at any time during the subsistence of the Employment Letter or for a period of six months subsequent thereto the Employee shall not offer employment or consultancy or otherwise solicit the Employees of the Company to work with the Employee or any employer of the Employee.

The breach alleged or otherwise, by the Company of any obligation arising or in any manner owed by the Company to the Employee shall not affect the validity or enforceability of the Employee's covenants/obligations set forth in this Agreement.

The Employee understands that the Company shall suffer irreparable harm and injury in the event the Employee breaches any of its covenants/obligations under this Agreement and that money damages shall be inadequate to compensate the Company for such breach. Accordingly, in the event of any breach or threatened breach by the Employee of any of the provisions of this Agreement, the Company, shall in addition to and not in limitation of any other rights, remedies or damages available to the Company at law or in equity, be entitled to a temporary restraining order, preliminary injunction and permanent injunction in order to prevent or to restrain any such breach by the Employee, or by and/or all persons directly or indirectly acting for, on behalf of, or with, the Employee.

Notwithstanding anything contained in this Agreement, the obligations of the Employee and the rights of the Company arising hereunder shall be deemed to have commenced upon the date of the execution of the Employment Letter regardless of the actual date of execution of this Agreement and shall continue to remain in full force and effect and continue to be binding upon the parties until the expiry of three years from the date of termination of the Employment Letter unless the parties mutually agree to extend such confidentiality period

If any term or provision of this Agreement shall be hereafter declared by a final adjudication of any tribunal or court of competent jurisdiction to be illegal, such adjudication shall not alter the validity or enforceability of any other term or provision unless the terms and provisions so declared are expressly defined as a conditions precedent or as of the essence of this Agreement, or comprising an integral part of, or inseparable from the remainder of this Agreement.

IN WITNESS WHEREOF these presents have been executed by the parties hereto on the day and year first herein above written.

(The Employee)
By
.....
Name
Shivshankar Kalyan Lahane
Title
Junior Engineer
Witness

(Randstad India Ltd.)
By
.....
Name
Balakrishnan S
Title
Head - HRSSC
Witness

Self-Declaration & Undertaking form

Name: Shivshankar Kalyan Lahane
Employee ID: 2235912
Designation: Junior Engineer
Service Function / Vertical :
Centre / Location : AURANGABAD

Sub: Acceptance of Established policies and affiliated risks

I hereby Confirm that I have read through the Randstad and applicable client policies & procedures. I understand its implication to the fullest and hereby confirm to the fact that i would be held personally responsible for actions done, in contravention to established policies and procedure.

Signed

Date

Registered Office :

Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in



सत्यमेव जयते

“नमुना-एल१”
(नियम २८ पहा)

म.ठे.क्र. 317310000219122019



महाराष्ट्र शासन

(शासकीय अधिसूचना, उद्योग, ऊर्जा व कामगार विभाग,

क्रमांक - मुविनि-२०१९/प्र.क्र.८५/ऊर्जा-५, दिनांक २ ऑगस्ट २०१९ द्वारे प्राधिकृत)

विद्युत निरीक्षक यांचे कार्यालय,

विद्युत निरीक्षण विभाग, उद्योग, ऊर्जा व कामगार विभाग, औरंगाबाद,

प्रकाश बिल्डिंग, न्यू उस्मानपुरा, संत एकनाथ रंग मंदिरासमोर, औरंगाबाद,

दूरध्वनी क्रमांक : 02402334210 कार्यालयीन ईमेल : eleinsabad.ei@gmail.com, eiaurangabad.nrg-mh@gov.in

विद्युत ठेकेदारांना अनुज्ञप्ती

महाराष्ट्र शासनाद्वारे निर्गमित करण्यात आलेल्या महाराष्ट्र विद्युत अनुज्ञापक मंडळ नियम, २०१७ मध्ये उल्लेख केलेल्या शर्तीच्या अधीन राहून महाराष्ट्र राज्यातील सर्व विद्युत दाबस्तरावरील विद्युत संचमांडणीचे कामे पार पाडण्यासाठी मे साईरुद्र इलेक्ट्रीकल्स औरंगाबाद, फ्लॅट क्र१०२ दिशा संस्कृती इटखेडा औरंगाबाद (विद्युत पर्यवेक्षक स्वतः मालक श्री/कुमारी/श्रीमती मगर शुभम राजेंद्र) यांना याद्वारे प्राधिकृत करण्यात येत आहे.

उद्योग, ऊर्जा व कामगार विभाग,
महाराष्ट्र शासन

दिनांक : 19/12/2019

ठिकाण : औरंगाबाद



कार्यालयाचा शिक्का

विद्युत निरीक्षक
औरंगाबाद

नूतनीकरणचा दिनांक	समाप्तीचा दिनांक	विद्युत निरीक्षकाची स्वाक्षरी
19/12/2019	18/12/2022	

अ.क्र.	पर्यवेक्षकाचे नांव	पासुन	पर्यंत	सही
1	मगर शुभम राजेंद्र	19/12/2019		

टीप : जर वरील अनुज्ञप्तीचे त्याच्या समाप्तीच्या दिनांकापासून एका महिन्याच्या आत नूतनीकरण केले नाही तर, ती अनुज्ञप्ती रद्द समजण्यात येईल.



PRECISION INSTRUMENTATION AND SERVICES PVT. LTD

“NABL ACCREDITED CALIBRATION LABORATORY”

21,Shreeram Bhavan F-9,Shreeram Kunj Takli Road,Dwarka
Nashik-422 011 | Maharashtra | India.

03-July-2019

Sonali Dipak Jadhav
At. Post-Sainagar
Lande wasti road,
Shevgaon, Ahmednagar.

Subject: Offer Letter for post of Trainee Calibration Engineer

Dear Ms. Sonali Dipak Jadhav

We are pleased to offer you, the position of Trainee Calibration Engineer with
PRECISION INSTRUMENTATAION AND SERVICES PVT.LTD NASHIK on Date of
15-July-2019

We welcome you,

Yours Sincerely,
Mrs.Vinita Ghogare
Technical Manager

Letter of Offer

Dear Mr. Sopan Devkate,

With reference to your application and our subsequent discussions, we are pleased to offer you details as below.

Company	: Arvind Limited
Division / Function	: Denim Fabrics / Engineering
Designation	: Associate Manager – Engineering
Grade	: E2
Location	: Ahmedabad
Reporting Manager	: -
Date of Joining	: 01 st July 2021

Compensation Heads	INR Per Annum	INR Per Month
Consolidated Salary	1,45,538	12,128
Flexi Benefit Plan*	60,000	5,000
House Rent Allowance	90,000	7,500
Total Cash (A)	2,95,538	24,628
Provident Fund	17,465	1,455
Gratuity	6,997	583
Total Retirals (B)	24,462	2,039
Total CTC (A+B)	3,20,000	26,667

Note:

- 1) You will be eligible for ESI or Medical Insurance Premium for family (Self + Spouse + 2 Children) & Group Term Insurance only for self in line with company policy.
- 2) If you are an employee eligible for payment of bonus under the Payment of Bonus Act 1965, your personal allowance shown above is inclusive of any such statutory bonus payment.
- 3) You will be covered by our Provident Fund as per Company rules and regulations. The Provident Fund shown above is the employer's contribution. In addition, an equivalent will be deducted from your Total Cash and deposited in your PF Fund.
- 4) Gratuity will be eligible as per The Gratuity Act 1972.
- 5) HRA shall be governed as per Income Tax Laws of the country. To avail tax related benefits, lease agreement is mandatory to be submitted to CMG Department. Only on submission of lease agreement, you will be eligible for a refundable house deposit (one time payment) in 10 months equal instalments, subject to the company policy. You will also be eligible for brokerage (one time payment) equivalent to one month's rent
- 6) FBP / Fringes includes Reimbursement / Deduction of Expenses and you can claim FBP/Fringes on producing the relevant documents / bills only as per Company Policy. Falsification of bills will lead to strict disciplinary action.
- 7) Variable Pay shall be as per the company's scheme.

We would appreciate if you could join on or before **01st July 2021**. Once you have a clear picture at your end please confirm to us the joining date. Your offer is subject positive medical fitness as per company policy.

Shreenivas

Shreenivas Iyer
Chief Manager – Human Resources
Denim Business

KINETIC TAIGENE ELECTRICAL CO. PVT. LTD.

Gat No. 436-A/2, Kanhe Takwe Road, At Post Takwe (BK),
Taluka Maval, Dist. Pune - 412 106.



KT/HR/2021
11.03.2021

Mr. Subhash Hanmantrao Yannalwar
A/p: Khanapur,
Tal : Degloor,
Dist : Nanded
MH 431717

Appointment as Trainee

Dear Mr. Yannalwar,

With reference to your application dated 11.03.2021 and subsequent interview you had with us, we are pleased to offer you services as " Trainee " in Maintenance dept in Grade T4 , for a period of Six Months from your date of joining i.e. 15.03.2021 and your service will automatically come to an end on 14.09.2021 without any notice..

Your remuneration will be as under -

a) Basic salary	: Rs.	2700.00 pm
b) House rent allowance	: Rs.	1080.00 pm
c) Education allowance	: Rs.	300.00 pm
d) Performance allowance	: Rs.	4296.00 pm
e) Other allowance	: Rs.	550.00 pm
f) Conveyance allowance	: Rs.	150.00 pm
g) Incentive Allowance(in Lieu of Bonus)	: Rs.	1460.00 pm
h) Transport Allowance	: Rs.	1000.00 pm
TOTAL	: Rs.	11536.00 pm
Co's Contribution to PF	: Rs.	324.00 pm
Bonus	: Rs.	540.00 pm
TOTAL	: Rs.	12400.00 pm
Incentive(Variable as per Plan)	: Rs.	600.00 pm
TOTAL C.T.C	: Rs.	13000.00 pm

You will also be eligible for Provident fund as per statutory regulations & company policies. On completion of your service period, your appointment will get automatically terminated without any notice. This order does not bestow any right of employment upon you.

The Company's terms and conditions are explained in Annexure 1, which will form an integral part of this appointment letter. Kindly sign the duplicate copy of this letter as a taken of acceptance and return the same to us within 7 days of receipt; else this appointment letter stands cancelled automatically.

You will be required to handover to HR at the time of joining itself the following documents

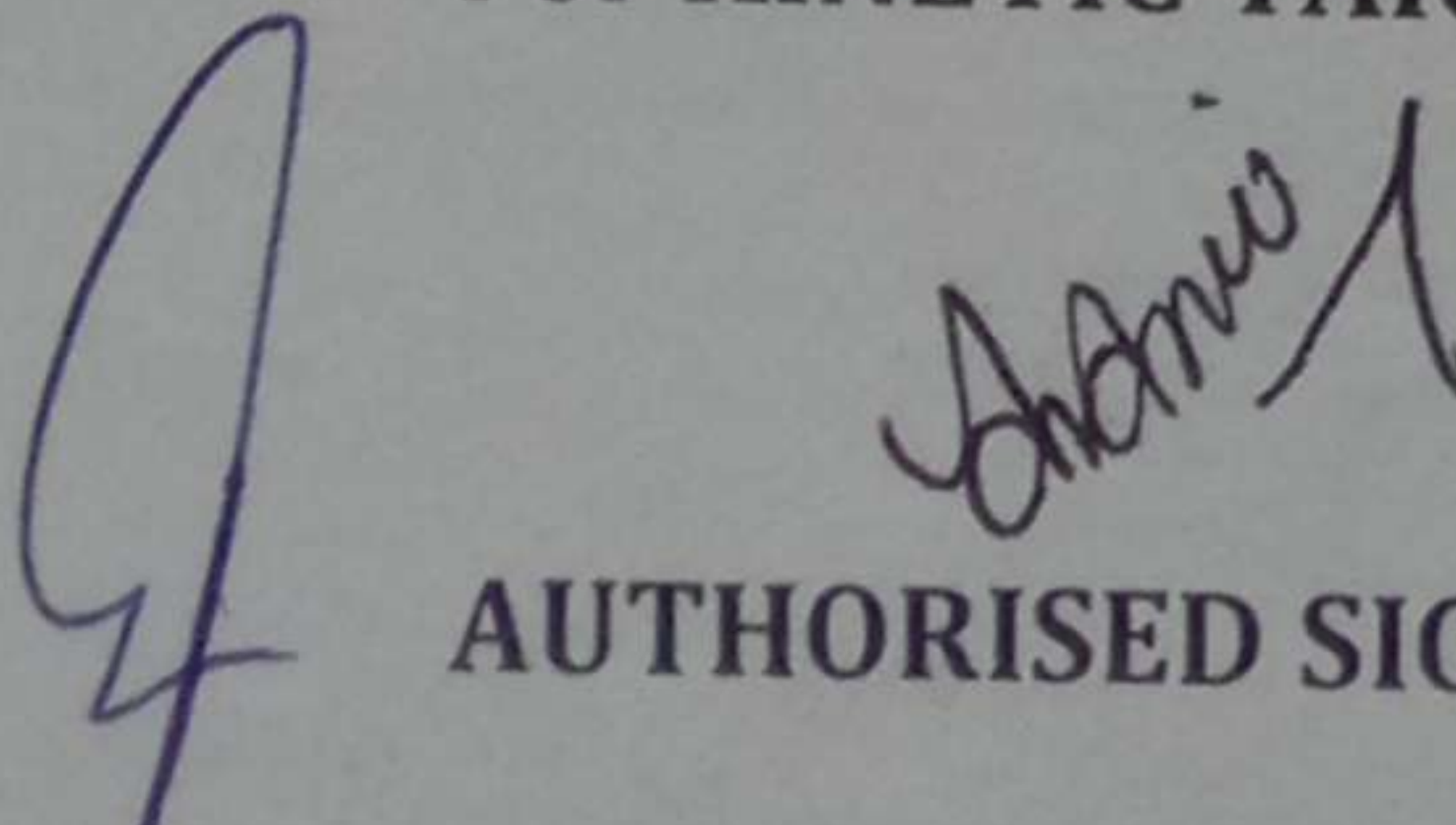
1) Medical fitness Certificate from any MBBS doctor (2) Copies of certificate & testimonials pertaining to age and qualification (3) Recent identity size 3 color photo.

We welcome you and look forward to your active participation in the business growth of the Company.

Thanking you,

Yours faithfully,

For **KINETIC TAIGENE ELECTRICAL CO.PVT.LTD.**


AUTHORISED SIGNATORY

OFFER OF EMPLOYMENT FOR A

FIXED TERM

Dear Ms. **Vaishali Maruti Birajdar**

We welcome you to join our Organization as “ **Process Executive** ” on following terms and conditions:

- Your employment with **Randstad Technologies Private Limited** is effective from **28/06/2021** (tentative **joining** date). Your **CTC** per annum is **INR 250,008.00**.
- Your employment will be valid from **28/06/2021** , reviewing your performance, it will be extended further. This contract shall be



सत्यमेव जयते

“नमुना-एल?”
(नियम २८ पहा)

म.ठे.क्र. 329310000729012020



महाराष्ट्र शासन

(राज्यकीय अधिसूचना, उद्योग, ऊर्जा व कामगार विभाग,

क्रमांक - मुविनि-२०१९/प्र.क्र.८५/ऊर्जा-५, दिनांक २ ऑगस्ट २०१९ द्वारे प्रधिकृत)

विद्युत निरीक्षक यांचे कार्यालय,

विद्युत निरीक्षण विभाग, उद्योग, ऊर्जा व कामगार विभाग, धुळे,

पहिला मजला, गिता शॉपिंग कॉम्प्लेक्स, जळगाव जनता बँकेसमोर, जुना आया रोड, देवपुर, धुळे-424002,

दूरध्वनी- ०२५६२२९७१९६ ई-मेल- eidhule.nrg-mh@gov.in, eidhule@gamil.com

विद्युत ठेकेदारांना अनुज्ञप्ती

महाराष्ट्र शासनाद्वारे निर्गमित करण्यात आलेल्या महाराष्ट्र विद्युत अनुज्ञापक मंडळ नियम, २०१७ मध्ये उल्लेख केलेल्या शर्तीच्या अधीन राहून महाराष्ट्र राज्यातील सर्व विद्युत दाबस्तरावरील विद्युत संचमांडणीचे कामे पार पाडण्यासाठी टेस्ला पॉवर एंटरप्राइजेस, २२ दमयंती महीदळे साक्री रोड धुळे ४२४००१ (विद्युत पर्यवेक्षक स्वतः मालक श्री/कुमारी/श्रीमती सोनवणे विनोद लोटन) यांना याद्वारे प्राधिकृत करण्यात येत आहे.

उद्योग, ऊर्जा व कामगार विभाग,
महाराष्ट्र शासन

दिनांक : 29/01/2020

ठिकाण : धुळे



कार्यालयाचा शिक्का

Guamant
विद्युत निरीक्षक
धुळे.

नूतनीकरणाचा दिनांक	समाप्तीचा दिनांक	विद्युत निरीक्षकाची स्वाक्षरी
29/01/2020	28/01/2023	<i>Guamant</i>

अ.क्र.	पर्यवेक्षकाचे नांव	पामुन	पर्यंत	सही
1	सोनवणे विनोद लोटन	29/01/2020		<i>Guamant</i>

टीप : जर वरील अनुज्ञप्तीचे त्याच्या समाप्तीच्या दिनांकापामुन एका महिन्याच्या आत नूतनीकरण केले नाही तर, ती अनुज्ञप्ती रद्द करण्यात येईल.

HRD/2021-22/1001647941

June 15, 2021

Mr. Vishwambhar Ganeshrao Joshi
Umang Homes, Ivy Estate.
Wagholi
Pune-412207
India

Ph: (91) 8999653324

Dear Vishwambhar,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

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

Warm regards,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

INFOSYS LIMITED
CIN: L85110KA1981PLC013115
44, Infosys Avenue
Electronics City, Hosur Road
Bangalore 560 100, India
T 91 80 2852 0261
F 91 80 2852 0362
askus@infosys.com
www.infosys.com

HRD/2021-22/1001647941

June 15, 2021

Mr. Vishwambhar Ganeshrao Joshi
Umang Homes, Ivy Estate.
Wagholi
Pune-412207
India

Ph: (91) 8999653324

Dear Vishwambhar,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **June 28, 2021**.

Location

Your location of training is **Mysore, India**. The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

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

** For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.*

Training Period:

The training program will consist of classroom training and on-the-job training. The duration of the classroom training will be based on the business requirement. 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 training.

Probation and confirmation

You will be on probation for a period of six months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - III.



Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for **15** working days of leave annually, during probation. On confirmation, you will be eligible for **20** working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the financial year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

Agreement:

Our offer to you as **Digital Specialist Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

Compensation and Benefits

Salary

Your Fixed Gross Salary will be **INR 41,668** per month. The break-up of your salary has been provided in the Compensation Details sheet at Annexure – I.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year **2021-22** will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company intranet, based on your preferences and income tax plans



National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - III for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 4,00,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice period

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

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

Background checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in "Offer Annexure for India".

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.



When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

Other terms and conditions

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

Our offer to you as a **Digital Specialist Engineer** is conditional upon your having fully completed your graduation / post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure - II).



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

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

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

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

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

Yours sincerely,



RICHARD LOBO
EVP and Head Human Resources – Infosys Limited

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

Date: _____, 20____

Sign your name

_____ _____
Print your name Location

ANNEXURE –I

COMPENSATION DETAILS (All figures in INR. per month)	
NAME	Mr. Vishwambhar Ganeshrao Joshi
ROLE	Digital Specialist Engineer
ROLE DESIGNATION	Digital Specialist Engineer
1. MONTHLY COMPONENTS	
BASIC SALARY	20,840
BASKET OF ALLOWANCES	13,157
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	3,960
MONTHLY GROSS SALARY	37,957

2. ANNUAL COMPONENT	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95% paid out on a monthly basis)	208

3. RETIRAL BENEFITS	
PROVIDENT FUND - 12% of Basic Salary	2,501
GRATUITY - 4.81% of Basic Salary *	1,002
FIXED GROSS SALARY (1+2+3)	41,668

TOTAL GROSS SALARY	41,668
---------------------------	---------------

OTHER BENEFITS				
Scheme	Eligible Amount in INR.	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SOFT LOAN	Fifty Thousand (With Security)	@ 5%	24	Nil
	Twenty-five Thousand (Without Security)			
SALARY LOAN	One Month's Gross Salary	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time.				
* The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



ANNEXURE II

NON COMPETE AGREEMENT

I, _____ do hereby acknowledge and confirm the following: -

(1) I am accepting employment with Infosys Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys for whom I performed services as a Company employee (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purpose of this Non-Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place: _____ Employee Signature: _____

Date: _____ Employee Name : Mr. Vishwambhar Ganeshrao Joshi

Acknowledged by Infosys Limited:



महा

महाराष्ट्र राज्य विद्युत वितरण कंपनी मर्यादित
अधिकांक अभियंता,

सं. व. सु. ग्रामीण मंडळ, विद्युत भवन, डॉ. अंबेडकर मार्ग, औरंगाबाद - ४३१००१

दुरध्वनी क्र. (०२४०) का. २३३१५६७ व. २३३१०८७ फॅक्स २३३१७६३

email : seabdrural@mahadiscom.in

(A Govt. of Maharashtra undertaking)

CIN = U40109MH12005SGC153645

परिशिष्ट - ३

कंत्राटदार नोंदणी प्रमाणपत्र:

प्रमाणित करण्यात येते की, खाली शब्द केलेल्या तपशीलानुषंगे महावितरण कंपनीतर्फे अधिकांक अभियंता, मंडळ कार्यालय, मध्ये प्रायोगिक तत्वावर सुशिक्षित बेरोजगार विद्युत अभियंता अंतर्गत वर्ग ब-१ विद्युत कंत्राटदार नोंदणी प्रमाणपत्र खालील शर्तीच्या अधिन राहून दिले आहे.

१. कंत्राटदाराचे नांव	:	प्रदिप भिवसन बेताळ
२. विद्युत ठेकेदार अनुज्ञापत्री क्र.	:	म.ठे ३१७३१०००७९१००९२०२०
३. पूर्ण पत्ता	:	एम/एस सावळेश्वर इलेक्ट्रिकल, साळेगाव, ता. कन्नड, जि. औरंगाबाद.
४. नोंदणी वर्ग	:	ब-१
५. ऑनलाईन नोंदणी क्रमांक	:	१०००००००४८६७
६. नोंदणीची मुदत	:	५ वर्षे
७. कामे घेण्याची पात्रता	:	अभियांत्रिकी पदवी उत्तीर्ण

शर्ती :-

१. ठेकेदाराने शिक्कारलेल्या, पूर्ण केलेल्या अथवा सुरु केलेल्या कामांची नोंद देवाची व त्याबद्दल वार्षिक विवरणपत्र ठेकेदाराच्या सुधारीत नियम क्रमांक १२ (ब) प्रमाणे कार्यकारी अभियंता किंवा विद्युत संघ मांडणीचे काम सोपविणारे अधिकारी यांच्याकडून ठेकेदारास सोपविलेली कामे कशाप्रकारे पार पाडली त्याबद्दलची कार्यक्षमतेची प्रमाणपत्रे (परफॉर्मन्स सर्टीफिकेट) घेवून दरवर्षी ३० एप्रिल रोजी या कार्यालयास विहित नमुन्यात सादर करावीत.
२. ठेकेदारांनी नोंदणीचे नुतनीकरण करणेसाठी नोंदणीची मुदत संपण्यापूर्वी ३ महिने अगोदर आवश्यक त्या सर्व कागदपत्रासह विहित नमुन्यात अर्ज सादर केला पाहिजे.
३. ठेकेदारांनी नोंदणीबाबतचा शासन निर्णय क्र.संकिर्ण-२०१५/प्र.क.६३/ऊर्जा-५ दिनांक २६.०३.२०१५ च्या प्रचलित नियमानुसार आपणास नोंदणीकृत असलेल्या क्षेत्रातील अधिकांक अभियंता, मंडळ कार्यालय, महावितरण, यांचे मार्फत लॉटरी पध्दतीने देण्यात येणा-या विद्युत कामे वाटपाची एकूण मर्यादा रु. ५०.०० लक्ष इतक्या किंमतीची असून प्रथम काम कमाल रु. १०.०० लक्ष इतक्या किंमतीचे असेल. त्यानंतर रु. ४०.०० लक्ष इतक्या किंमतीचे कामे अशी एकूण ५०.०० लक्ष इतक्या किंमतीची निश्चित केलेले आहे. परंतु, देण्यात येणा-या प्रत्येक कामाची कमाल मर्यादा रु. १०.०० लक्ष इतकी असेल.
४. प्रथम रु. १०.०० लक्ष रकमेपर्यंतची कामे समाधानकारकरित्या केल्यानंतरच उर्वरित एकूण रु. ४०.०० लक्ष रकमेपर्यंतची कामे विनानिविदा देणेबाबत कार्यवाही करण्यात येईल. मात्र नोंदणीकृत असलेल्या क्षेत्रात महावितरण कंपनीव्यतिरिक्त इतर शासकीय/निमशासकीय विभागांची सुध्दा सुशिक्षित बेरोजगार विद्युत अभियंता म्हणून काम घेतल्यास त्याची नोंद महावितरण कंपनीच्या अधिकांक अभियंता, मंडळ कार्यालयातून दिलेल्या पासबुकामध्ये नोंदविणे बंधनकारक आहे. तसेच, सदरील सर्व कामे मिळून क्षेत्रातील रु. ५०.०० लक्षपर्यंतची कामे पूर्ण झाल्यानंतर उपरोक्त नोंदणी संपुष्टात येईल. उपरोक्त मंजूरी आपणाकडे कार्यरत असलेले पर्यवेक्षक एम/एस सावळेश्वर इलेक्ट्रिकल, साळेगाव, ता. कन्नड, औरंगाबाद. (पर्यवेक्षक क्र. ३१७११००१०८२१०७२०२०) हे सेवेत असेपर्यंत ग्राह्य राहिल.

AP GUARD ELECTRICAL & ELECTRONICS

Plot No. A 24/6 Sai nagar Cidco Waluj Mahnagar 1 Aurangabad 431136
E-mail Id: apelectronics330@gmail.com Mob. 0240-6991300/8626066203

Ref No.

Date: 12/03/2018

Mr. Yogesh Ashok Parkale
Address. Plot No 23 Gut No 170 Mahavir Nagar,
Cidco, Waluj, Aurangabad.
E-mail – yogeshparkale12@gmail.com
Mob: - 8626066122

Subject: - Appointment offer letter

Dear Sir.

This has reference to discussion you had during your meeting on 12 March 18 We are pleased to offer you position of Production engineer in our Organization on following terms and conditions.

Job Responsibility initially you shall be responsible for Production and Quality.

Salary: Monthly Cost to Company basic Rs. 21417/- P.M.

Monthly Take Home salary Rs. 18174/-P.M.

Break Up of Salary

Basic = DA	: - 11880/-P. month
Other Allowances	: - Rs. 792/- P. month
Total	: - 19800

Deduction	
P.F. (Employees Contri.)	: - 1426
ESIC (Employees Contri.)	: - Nil
P.T. (Deduction)	: - Rs. 200/- P. month
Total	: - 1626.00

Other Elements of Cost to Company.

PF Employers contribution	: - Rs. 1617
ESIC Employers Contribution	: - Nil
Bonus	: - Nil
Total	: - Rs. 1617/- P.M

Location: You shall be posted in our works at Plot No. A 24/7 Waluj MIDC Aurangabad

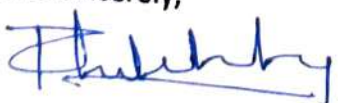
Joining: You shall join our organization latest by -13 Dec. 2017

We trust that your knowledge, skill and experience will be among our most Valuable assets.

Kindly acknowledge receipt of this appointment letter as a token of your acceptance of the same.

We look forward for long and mutually beneficial relation

Yours Sincerely,



For AP Guard Electronics
Parkale K.A. (HR Asst.)

Ref No. : ALPL/HR/OL/U2/21-22/008

Date : 11th May 2021

To
MR. PIYUSH SRIVASTAVA
S/o Rajendra Srivastava
Saktua Khurd, Kali Mandir Ke Purab,
Pathardewa, Deoria,
Uttar Pradesh - 274404
srivastavapiyush53@gmail.com / 8983620341 & 7972926373

OFFER LETTER

Please refer to your application for employment in our organization and the subsequent interview you had with us. We are pleased to offer you the position of **"SHIFT INCHARGE"**, in our ACP Production (1&3) Department, to be posted at **"Haridwar"**, as per the terms & conditions, which have been mutually discussed and agreed upon. Joining will be in **Haridwar Unit 2 (Plot No.31A, Sector-11, IIE, SIDCUL, Ranipur, Bhel, Haridwar-249403, Uttarakhand)**.

Your date of joining would be *on or before* **17th May 2021, Monday**.

1. You are requested to submit the below mentioned documents to process your appointment letter:
 - i. Salary slip from your last employer for last month or F-16.
 - ii. Academic and professional qualifications. Originals should also be produced for necessary verification and return.
 - iii. A certificate in support of your recorded date of birth in your school records.
 - iv. **Two references from individuals not from your family, preferably your Ex-employer with Name, Position, Ph. No. and Address.**
 - v. 2 Nos. of your recent passport colour photographs.
 - vi. A copy of your resignation letter duly accepted by the concerned authority in your present company (to send us immediately after receiving the same).
 - vii. Copy of your Full and Final Settlement with immediate employer.
 - viii. Relieving letter from your immediate employer on the date of joining at Aludecor Lamination Pvt. Ltd.
 - ix. Proof of Address, Identity Proof etc.
 - x. PAN Card & Aadhar Card.
2. Your appointment is subject to your reference verification of the statement made by you in your resume being found to be true and satisfactory.
3. Other terms & conditions will be governed as per the Company's **"Service Rules of Staff"** as applicable to you.
4. The formal Appointment Letter giving your job description and Salary details will be given to you upon joining the organization.
5. Job details will be shared on the date of your joining.

Wishing you a successful career with ALUDECOR LAMINATION PVT. LTD.

Thanking you,
for **ALUDECOR LAMINATION PVT. LTD.**



REKHA SARDA
VP —HR & Communication

Aludecor Lamination Pvt Ltd
Suite 52 Floor 5 1 RN Mukherjee Road Kolkata 700 001
P +91 33 4027 6600 1800 102 0407 Toll-Free
F +91 33 2248 8763 E enquiry@aludecor.com
W aludecor.com





Mr. Yuvraj Chavan
Gut No 241,
Satara Tanda,
Aurangabad
Email: yuvrajchavan1290@gmail.com
Mobile: 8983465346

Date	02-July-2021
Name & Email	Pravin Kulkarni Pravin.kulkarni@siemens.com
Dept	Human Resources
Company	Siemens Ltd
Our reference	SL/AW/HR/PMK/244397

Dear Mr Chavan,

We're really excited you want to join Siemens and further your career with us.

We are pleased to confirm offering you the position of **Trainee Diploma Engineer in PL15** starting from **16th August 2021** at our **Siemens Energy Transmission Business in AIS at Aurangabad Works**.

Your stipend is **Rs. 14,000/- (Rs. Fourteen Thousand Only) per month plus Rs. 2,200/- (Two Thousand Two Hundred Only) per month towards Meal Card**. On confirmation your revised cost to company would be **Rs. 2,46,396/- p.a. (Rupees Two Lakh Forty-Six Thousand Three Hundred Ninety-Six Only)**, with the details provided in **Annexure I** and the Position Level will be PL14. The Position Title and Designation will be according to the position that you will be assigned based on business needs.

Your appointment is based on the terms and conditions provided in the attached Annexures with a few points to note here:

- 1. Start date** – We look forward to you joining us, and in the unfortunate event you do not join us on your confirmed start date, your appointment will automatically be withdrawn. Please note that your date of joining the organization will be maintained in the electronic employee master of the Company, known as your “Seniority Date” and shall be considered as final. The duration of your initial training will be for a period of **one year** from the start date.
- 2. Office location** – You are initially appointed to work in our **Aurangabad Works**.
- 3. Residence proof** – The address in your application shall be deemed to be correct for sending any communication to you.
- 4. Date of birth** – Based on your declaration we have recorded your date of birth as **19.06.1988**.
- 5. Offer** – The Company reserves the right to withdraw this employment offer/conditional appointment before or after the start date, due to background/reference checks not being satisfactory and or there being restrictions on your ability to work with us. However, the above-mentioned reasons are not necessarily exhaustive and the decision of the Company is final and binding.

We welcome you as a member of Siemens family and look forward to your long and fruitful association with us. Kindly return the duplicate of this letter, signed in the place indicated, confirming your understanding and acceptance of the above and enclosed Annexures.

Yours faithfully,
Siemens Ltd.

Samit Sachdeva
Vice President

Pravin Kulkarni
Sr Manager – Human Resources

Confidential Siemens Ltd.
Sunil Mathur
Managing Director

Birla Aurora, Level 21, Plot No.
1080, Dr. Annie Besant Road,
Worli, Mumbai – 400030

Registered Office: Birla Aurora, Level 21, Plot No. 1080, Dr. Annie Besant Road, Worli, Mumbai – 400030; Corporate Identity number: L28920MH1957PLC010839; Tel.: +91 (22) 3967 7000; Fax: +91 22 3967 7500; Contact / Email: www.siemens.co.in/contact; Website: www.siemens.co.in. Sales Offices: Ahmedabad, Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Coimbatore, Gurgaon, Hyderabad, Jaipur, Jamshedpur, Kharghar, Kolkata, Lucknow, Kochi, Mumbai, Nagpur, Navi Mumbai, New Delhi, Puducherry, Pune, Vadodara, Visakhapatnam.



Acceptance of Terms & Conditions of Employment

I hereby agree that I have read and understood the terms and conditions as stated in this letter (reference no SL/AW/HR/PMK/244397, dated 02-July-2021) plus the enclosed Annexures and accept employment with Siemens Limited with our internal organizational unit, job family and level code MF-PN-FATME-TE15.

Enclosures:

Annexure I – Compensation structure

Annexure II – Service conditions

Annexure III – Terms & conditions of employment

– Annexure IV – Terms & conditions of employment in relation to inventions made by the employee

Annexure V – Joining formalities

Candidate Signature: _____
Yuvraj Chavan

Date: _____

Confidential Siemens Ltd.
Sunil Mathur
Managing Director

Birla Aurora, Level 21, Plot No.
1080, Dr. Annie Besant Road,
Worli, Mumbai – 400030

Registered Office: Birla Aurora, Level 21, Plot No. 1080, Dr. Annie Besant Road, Worli, Mumbai – 400030; Corporate Identity number: L28920MH1957PLC010839; Tel.: +91 (22) 3967 7000; Fax: +91 22 3967 7500; Contact / Email: www.siemens.co.in/contact; Website: www.siemens.co.in. Sales Offices: Ahmedabad, Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Coimbatore, Gurgaon, Hyderabad, Jaipur, Jamshedpur, Kharghar, Kolkata, Lucknow, Kochi, Mumbai, Nagpur, Navi Mumbai, New Delhi, Puducherry, Pune, Vadodara, Visakhapatnam.

ANNEXURE I

Name	Mr Yuvraj Chavan	Date	16-August-2022
Position Level	14	Division	RC-IN SE GP T SP MF AIS ASB
Compensation Structure			
Sr. no.	Heads of Payment	Compensation (Rs.)	
(A)	Basic Salary p.m.	10,100	
(B)	Base Flexible Pay (BFP) p.m.	8,204	
	Total Allowances / Benefits p.m.	8,204	
(C)	Base Pay p.m. (A + B)	18,304	
	Retirals p.m.		
	Co. Cont. PF (12 % of Basic)	1800	
	Co. Gratuity Provision (4.25% of Basic)	429	
(D)	Total Retirals p.m.	2,229	
(E)	Total Fixed Pay (TFP) p.m. (C + D)	20,533	
(F)	Target Pay p.a. (E * 12)	246,396	
For Siemens Ltd.			
Authorised Signatory		<p>As per company policy, the entitlement of gratuity will be the actual eligible amount calculated in line with the Payment of Gratuity Act, 1972, without any upper cap. However, any amount above ₹ 20 Lacs (if applicable) will be subject to income tax as per rules.</p> <p>All present & future taxes related to your employment will be borne by you.</p>	

Confidential Siemens Ltd.
Sunil Mathur
Managing Director

Birla Aurora, Level 21, Plot No.
1080, Dr. Annie Besant Road,
Worli, Mumbai – 400030

Registered Office: Birla Aurora, Level 21, Plot No. 1080, Dr. Annie Besant Road, Worli, Mumbai – 400030; Corporate Identity number: L28920MH1957PLC010839; Tel.: +91 (22) 3967 7000; Fax: +91 22 3967 7500; Contact / Email: www.siemens.co.in/contact; Website: www.siemens.co.in. Sales Offices: Ahmedabad, Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Coimbatore, Gurgaon, Hyderabad, Jaipur, Jamshedpur, Kharghar, Kolkata, Lucknow, Kochi, Mumbai, Nagpur, Navi Mumbai, New Delhi, Puducherry, Pune, Vadodara, Visakhapatnam.

Annexure II

Service Conditions

1. Service Conditions Overall

You shall serve the company diligently, faithfully and to the best of your skill and ability. You shall perform the duties entrusted to you with high standard of initiative, efficiency and economy. You shall at no time refuse to do any work/activities as allotted to you by your supervisors. You shall endeavor to increase your knowledge and skill through execution of jobs assigned to you from time to time.

You will be governed by rules, regulations and service conditions (as mentioned in the attached Annexures), applicable to the employees of your level working in the establishment of the company in which you will be working. The Company, however, reserves the right to add, alter and amend the said service conditions as may be considered necessary from time to time.

2. Working Hours

You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may be required to work in shifts as and when considered necessary by the Company.

3. Holidays

You will be entitled to paid holidays as decided by Management. Such list of holidays will be notified at the beginning of the year.

4. Work Location

You are initially appointed to work in the location noted in the above letter. Based on business requirements, you may be temporarily or permanently transferred to any company forming part of Siemens or to its associate companies or business associates anywhere in India or overseas at the sole discretion of the company. You may be required to furnish a specific Service Agreement/Deputation Agreement if you are sent abroad for the purpose of training or Company's business.

5. Training period and Confirmation

You shall be on training for a period of twelve months with effect from your start date. The training period may be extended by the company at its sole discretion. During the period of training, or any extension period thereof, there is one month's notice on either side.

On successful completion of the training period, you shall be deemed automatically confirmed unless your training period has been extended/terminated with a training extension/termination letter provided in advance.

As a confirmed employee there is three months' notice on either side. Kindly note that the Company reserves the right to claim compensation (@ target pay) for any notice period not served. However, you cannot pay the company in lieu of the notice to be served

Termination of employment will require one/three months' notice (as applicable for trainee/confirmed status) or salary in lieu of notice.

6. Retirement

All employees will retire from the Company on attaining superannuation at the age of 60 years. However, the Company at its sole discretion, may decide to retire an employee prior to the employee attaining the age of superannuation.

7. Maternity/Childcare Facilities for Women employees

As part of the Company's efforts to support work life balance for women employees during and post maternity, apart from fully complying with the provisions of the Maternity Benefit Act, 1961 the Company also extends additional facilities such as extended paid/unpaid leave etc. For details of the Company policy on Maternity Benefit please refer to the Policies section on the Intranet.

8. Confidentiality

Please note that your compensation is personal and strictly between you and the Company. It has been determined based on numerous factors such as your education, experience, specific skills and professional merit. We advise you to use discretion in handling this information and any subsequent revisions made therein.

9. Background Verification

Your appointment is conditional upon satisfactory reference and background checks (education, employment history and other details furnished by you in your application). It is also contingent upon your ability to work for the Company without restriction (e.g. non-compete obligations or other restrictive clauses with any previous employer). In case any information given by you is found false or incorrect at any point in time of your employment, the appointment will be deemed void ab initio and liable for termination without any notice or salary in lieu of notice.

10. Residential Proof

The address as indicated in your application shall be deemed to be correct for sending any communication to you. Any communication sent to you at the given address shall be deemed to have been served upon you. You shall inform the change in residential address, if any, in writing to the HR Department within three days from the date of such change.

11. Programmes and Initiatives

In order to remain competitive our Company undertakes number of programmes or initiatives like Benchmarking, Continuous Improvements, Cost reduction, Training and Development, reorganisation etc. You are required to actively participate and contribute to such programmes or initiatives.

Annexure III

Terms & Conditions of Employment – General

Employee shall observe and conform to such duties, directions and instructions as communicated to him by the Company and those in authority over him.

Employee shall not at any time hereafter, without the consent in writing of the Company except under legal process, divulge or utilize any matter relating to the Company's transactions or dealings, which are of confidential nature.

Employee shall not use any of the designs, drawings, software, literature, and machines etc. of the Company for any purpose other than Company's business.

All software including packages as well as its associated documentation developed by the employee in the course of the duties shall be sole and exclusive property of the Company.

Employee shall be true and faithful to the Company in all his accounts, dealing and transactions, relating to the business of the Company and shall at all times, when required, render a true and just account thereof to the Company or such persons as shall be authorized to receive the sum.

Employee shall not during the continuance of his employment, without the consent of the Company in writing, be employed or interested, directly or indirectly in any other trade or business, employment or occupation whatsoever and will devote the whole of his time and attention to his duties.

Employee shall be responsible for safekeeping and return, in good condition and order, of all Company's property, which may be in his use, custody or charge.

A high standard code of conduct is expected from an employee and any behavior reflecting unfavorably on him or the Company is questionable and liable for disciplinary action. Employee shall also ensure compliance to the Business Conduct Guidelines (BCG) that are globally binding rules for all employees applicable across Siemens companies, the details of which are available on the HR Intranet. In addition, The BCG declaration form (available on the HR intranet) is required to be signed by every employee upon joining/promotion and once in every two years thereafter.

Employee shall abide by the information security policy of the organization and adhere to it.

At the time of separation from the services of the Company, the employee is expected to settle all his outstanding dues towards the Company including the Liquidated Damages, if any, etc. at once. In case of any default/ delay in settlement of outstanding dues, the Company will be free to recover such dues by appropriate means, with interest at the market rate.

Employee shall also be required to abide by terms and conditions in addition to those mentioned above which are in force for the time being, or may be framed from time to time.

Annexure IV

INTELLECTUAL PROPERTY RIGHTS & KNOW-HOW TERMS AND CONDITIONS OF EMPLOYMENT AGREEMENT

- a) Company shall own all rights, titles and interests in the Intellectual Property which includes but not limited to all Work product and Know-How (including inventions, ideas, experiences, concepts, algorithms, designs, tools, trade secrets, source code, technical documentation, program development components, technologies, expert reports etc.) created/conceived by the Employee during the tenure of their employment with the Company. The Employee undertakes to waive and not assert any moral rights which may accrue to the Employee in respect of the Intellectual Property.
- b) Employee shall disclose to the Company promptly in writing about any Intellectual Property including the Work product and the Know-How (tangible and intangible form) conceived/created during the tenure of their employment with the Company.
- c) Company and its affiliates shall have right to seek statutory protection of the Intellectual Property in the form Intellectual Property Rights (IPRs) including Patents, Trademarks, Copyrights, Utility Models and/or Industrial Designs. Company and its affiliates shall be free to use, exploit, maintain and permit to lapse such IPRs.
- d) If by operation of law or otherwise, any or all work product or any component or element thereof, is deemed to be the IPRs of the Company, the employee hereby agrees to assign, irrevocably and to the fullest extent permitted by law, to the Company and its affiliates, its successor and assigns, ownership of all such IPRs.
- e) Employee agrees to cooperate with the Company to do whatever is reasonably necessary to secure and maintain the IPRs of the Company and/or establishing Company's rights over Intellectual Property during the course of their employment as well as after termination of the employment.
- f) Employee shall not publish/present orally or in written form, except with the express written consent of Company, any information in related to the Intellectual Property including the Work product and Know-How in any form on third party platforms/ third party during the course of their employment as well as after termination of the employment.
- g) Employee shall obtain necessary clearance from the Intellectual Property department of the Company before the last date of employment with the Company. Employee shall disclose to the Company promptly in writing about any Intellectual Property conceived/created during tenure of employment with the Company before the last date of employment with the Company. Upon termination of his/her employment, the Employee agrees to immediately return all tangible embodiments of the Intellectual Property, including but not limited to data,

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Sunil Mathur
Managing Director

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drawings, documents, and notes developed during their employment. Employee shall not make any copies or attempt to recreate the tangible embodiments of the Intellectual Property post termination of his/her employment with the Company.

- h) Employee shall inform the Company at the commencement of his employment with the Company of all Intellectual Property previously made by him, which he is not precluded by contract from disclosing to the Company and for which an application for a patent or for a registered design has not yet been made. The Company will be free to adopt any of the Employee's Intellectual Property disclosed to the Company at the commencement of his employment with the Company and conceived during his employment with the Company, and to assign to others the right to adopt it, and the Company will be absolutely entitled to any industrial or commercial protection rights anywhere in the world including rights arising from the obtaining of letters of patent or design registration in respect of such Intellectual Property. The Company will notify to the employee if and to what extent the Company will adopt the said rights

Annexure V Joining Formalities

Please bring the following documents with you at the time of joining, with your originals also for verification.

1. This Offer Letter with your original signature (for hand over to Company) – On joining, this letter serves as your official Appointment Letter
2. Photocopy of birth certificate / S.S.C. certificate / mark sheet (2 copies)
3. All educational documents from 10th to highest education / semester wise mark sheet & provisional / convocation certificate (2 copies)
4. Photocopy of all previous employment / experience certificate / relieving certificate
5. Photocopy of passport / ration card / driving license / Aadhar card (3 copies)
6. Photocopy of PAN / acknowledgement of PAN application (3 copies)
7. To apply for PF transfer please bring the below necessary information:
 - PF number / EPS number
 - Previous employer contact details to contact for PF related communications
 - Whether previous company PF is maintained by Trust or RPFC account
 - RPFC office or PF trust address
 - Bank account number & Bank IFSC Code
8. To use your existing ICICI or HDFC Bank for your salary account, please bring a void cheque

If you have any questions, please contact us at:

- AskHR: Phone: 1-800-419-6677 (toll free number)
- Monday till Friday between 6.00 am to 8.00 pm

Mr. Ajay Surwase
Roll No.74297608
RC-IN EM HP AIS-AGB QA

Name	Christuraj B I
Department	HR
Telephone	Human Resources
Fax	+91 (0240) 3985340
E-mail	+91 (0240) 3985112
Your letter of	christuraj.bi@siemens.com
Our reference	GELO.1109/ESS/SLWR/AUR
Date	10.09.2018

Dear Mr. Surwase,

We have pleasure in informing you that you are engaged as a 'Diploma Apprentice' under the Apprentices Act of 1961 with effect from 10.09.2018 in our EM at Aurangabad Works on following terms & conditions:

1. Your training will be for a period of One Year as provided under the Act.
2. You will be paid fixed stipend of Rs. 11,500/- p.m.
3. You will be working in various departments / workplaces from time to time as per the programme drawn up by the Management.
4. During the training period, you will be entitled for leave as per provisions of Apprentices Act of 1961.
5. You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You will also be required to work in shifts as and when considered necessary by the Management.
6. You are entitled to avail subsidized canteen facility.

Kindly return the duplicate copy of this letter duly signed, in token of your acceptance of the terms & conditions stipulated above.

Yours faithfully,
SIEMENS LTD.


D R K Reddy
General Manager



Christuraj B I
Chief Manager - Human Resources

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Siemens Ltd.
Management: Sunil Mathur

Plot No. E-76, MIDC Waluj,
Aurangabad - 431 136
India

Tel.: +91 (240) 3985100

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Tel.: +91 (22) 3967 7000; Fax: +91 22 3967 7500;
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Mr. Akshay Kature
Roll No 74298886
Department Code : RC-IN SE GP T SP MF GIS AS
WALMI Police chowki, Nakshtrapark
Paithan road, Ragini A3 Aurangabad
431001

Name	Pravin Kulkarni
Department	HR
Telephone	Human Resources
Fax	+91 (0240) 6715126
E-mail	+91 (0240) 6715112
Your letter of	pravin.kulkarni@siemens.com
Our reference	GELO.1109/ESS/SL/WR/AUR
Date	18.01.2021

Dear Mr. Akshay Kature,

We have pleasure in informing you that you are engaged as an 'Apprentice' under the Apprentices Act of 1961 with effect from 18.01.2021 in our SE division at Aurangabad Works on following terms & conditions:

1. Your training will be for a period of One Year as provided under the Act.
2. You will be paid fixed stipend of Rs. 17,000/- p.m.
3. You will be working in various departments / workplaces from time to time as per the programme drawn up by the Management.
4. During the training period, you will be entitled for leave as per provisions of Apprentices Act of 1961.
5. You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You will also be required to work in shifts as and when considered necessary by the Management.
6. You are entitled to avail subsidized canteen facility.
7. Your National Apprenticeship Training Scheme (NATS) Registration Number: WMHG011190802886.

Kindly return the duplicate copy of this letter duly signed, in token of your acceptance of the terms & conditions stipulated above.

Yours faithfully,
SIEMENS LTD.


Samit Sachdeva
Vice President

Kulkarni
Pravin
Pravin Kulkarni
Senior Manager – Human Resources

Digitally signed by Kulkarni Pravin
DN: cn=Kulkarni Pravin,
o=Siemens,
email=pravin.kulkarni@siemens.com

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Siemens Ltd.
Sunil Mathur
Managing Director

Birla Aurora, Level 21, Plot No.
1080, Dr. Annie Besant Road,
Worli, Mumbai – 400030

Mr. Akshay Kature
Roll No.74298886
Department Code : RC-IN SE GP T SP MF GIS AS
WALMI Police chowki,Nakshtrapark
Paithan road,Ragini A3 Aurangabad
431001

Name	Pravin Kulkarni
Department	HR Human Resources
Telephone	+91 (0240) 6715126
Fax	+91 (0240) 6715112
E-mail	pravin.kulkarni@siemens.com
Your letter of Our reference Date	GELO.1109/ESS/SL/WR/AUR 18.01.2021


Dear Mr. Akshay Kature,

We have pleasure in informing you that you are engaged as an 'Apprentice' under the Apprentices Act of 1961 with effect from 18.01.2021 in our SE division at Aurangabad Works on following terms & conditions:

1. Your training will be for a period of One Year as provided under the Act.
2. You will be paid fixed stipend of Rs. 17,000/- p.m.
3. You will be working in various departments / workplaces from time to time as per the programme drawn up by the Management.
4. During the training period, you will be entitled for leave as per provisions of Apprentices Act of 1961.
5. You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You will also be required to work in shifts as and when considered necessary by the Management.
6. You are entitled to avail subsidized canteen facility.
7. Your National Apprenticeship Training Scheme (NATS) Registration Number: WMHG011190802886.

Kindly return the duplicate copy of this letter duly signed, in token of your acceptance of the terms & conditions stipulated above.

Yours faithfully,
SIEMENS LTD.


Samit Sachdeva
Vice President

Kulkarni
Pravin
Digitally signed by Pravin Kulkarni
DN: cn=Pravin Kulkarni,
o=Siemens,
email=pravin.kulkarni@siemens.com
Pravin Kulkarni
Senior Manager – Human Resources

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Siemens Ltd.
Sunil Mathur
Managing Director

Birla Aurora, Level 21, Plot No.
1080, Dr. Annie Besant Road,
Worli, Mumbai – 400030



Yashaswi Academy for Skills



N.S.D.C.
National
Skill Development
Corporation

Office : 7, Amit Court, CTS No. 95A, Behind Mangla Theatre, Shivaji Nagar, Pune-411 055. Ph. (020) 3022 2114, 2025 5171, 6520 7151

E-mail : yashaswi@yashaswigroup.in

www.yashaswiskills.edu.in

NEEM Trainee Reg. No:

Date 26-02-2021

To,
Mr. Akshay Ajit Khobre
Gorakhnath Nagar, Harsool,
Aurangabad -431001

SUB: NEEM Trainee Provisional Contract Letter

Dear Akshay,

With reference to your application with us for NEEM Trainee, we are pleased to engage you as NEEM Trainee in "Perkins India Pvt. Ltd." subject to the following terms and conditions:

1. The maximum period of on the job training shall be for **36 months** from **01-03-2021** till **28-02-2024**.
2. You will be paid the consolidated stipend of **Rs. 15,000/-** per month.
3. Above mention stipend will be changed time to time according to minimum wages.
4. As NEEM Trainee undergoing training in an establishment you shall be a trainee and not worker as such the provision of any law with respect to a labourer or worker shall not apply to or in relation to you.
5. As NEEM Trainee you shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
6. NEEM agent can terminate the training contract with the NEEM Trainee on account of unlawful behavior on the part of NEEM Trainee or an account of repeated flouting of company/ industry policies or for continuous irregularity in attending to the scheduled training as notified for the NEEM training.
7. Either party can terminate the contract by notifying in writing to the other party by giving a notice thirty days in advance.

This letter of NEEM Trainee Contract is provisional. In due course of time you will receive the regular contract letter as a NEEM Trainee at your training site. Till such time this provisional NEEM Contract letter will be enforce.

For Yashaswi Academy for Skills

