



Gokula Krishna College of Engineering
Sullurupeta, SPSR Nellore Dist, AP-524121

Percentage of Placement of outgoing students

ACADEMIC YEAR	No. of Students Appeared	Percentage of Students Placed
2018-2022	190	27%
2017-2021	225	27%
2016-2020	230	37%
2015-2019	213	30%
2014-2018	183	11%


Principal

PRINCIPAL
Gokula Krishna College of Engineering
Behind R.T.C. Depot, Sullurupeta
SPSR Nellore Dt, Andhra Pradesh - 524 121

Gokul Krishna College of Engineering - Training & Placement Cell

Academic Year	Name of student	Department	Company Name	Package
Academic Year-2018-2022				
2018-2022	Andagundala Teja	ME	Infosys Limited	3.6L
2018-2022	Y.Swathi	ECE	Atos	3,40,000
2018-2022	M.Deepthi	ECE	Atos	3,40,000
2018-2022	M.Lakshmi Prasanna	ECE	HCL	4,25,000
2018-2022	P.Sai Rohith	CSE	Infosys	3,00,000
2018-2022	C.Anu Tejaswi	CSE	Karemind Iscripts Pvt Ltd	2,00,000
2018-2022	P.Manjula	CSE	Karemind Iscripts Pvt Ltd	2,00,000
2018-2022	V.Tejaswini Reddy	CSE	Karemind Iscripts Pvt Ltd	2,00,000
2018-2022	V.Vidya	CSE	Karemind Iscripts Pvt Ltd	2,00,000
2018-2022	D.Dinesh Kumar	CSE	Karemind Iscripts Pvt Ltd	2,00,000
2018-2022	S.Sai Visesh	CSE	Karemind Iscripts Pvt Ltd	2,00,000
Academic Year-2017-2021				
2017-2021	N.Anupa	EEE	TCS	3,00,000
2017-2021	D.Mahesh	EEE	Zensar	4,48,000
2017-2021	K.Varalakshmi	EEE	Mindtree	3,00,000
2017-2021	Y.Chadrika	EEE	Cognizant	2,10,002
2017-2021	R.PAVAN	ECE	TCS	3,36,877
2017-2021	AEI.Puvvaras	ECE	Mphasis	2,25,000
2016-2021	K.Sreeleka	ECE	Mindtree	4,00,008
2017-2021	V.Munisha	ECE	Cognizant	3,83,755
2017-2021	K. Sandhya	CSE	IBM	4,25,000
2017-2021	Mogilikalava Kaavya	CSE	WIPRO	3,50,004
2017-2021	Chaya Kiranmayee.G	CSE	Tech Mahindra Limited	3,25,000
2017-2021	Veditha Paluru	CSE	Cognizant	4,01,988
Academic Year-2016-2020				
2016-2020	Chittei Venkatesh	EEE	HCL	2,75,000
2016-2020	B.Charan	EEE	TCS	3,36,877
2016-2020	CH.Bindhu	ECE	Atos	3,40,000

2016-2020	K.Sreelatha	ECE	Cognizant	4,55,880
2016-2020	G.Vinod	ECE	Zenser	5,000,00
2016-2020	S.Pavan Kalyan	ECE	Capgemini	3,50,007
2016-2020	O.Sunil	ECE	Capgemini	3,50,007
2016-2020	K.Sai Krishna	ECE	Infosys	4,57,008
2016-2020	U.Dhanush	ECE	TCS	3,36,877
2016-2020	P.Jhansi	ECE	Infosys	3,00,000
2016-2020	V.Jaya Sree	ECE	Capgemini	6,00,008
2016-2020	SK.Davood	ECE	TCS	3,36,877
2016-2020	B.Yamuna	ECE	Cognizant	4,55,880
2016-2020	S.Ramya	ECE	Wipro	3,50,004
2016-2020	P.Pravalika	ECE	Accord	2,70,000
2016-2020	K. Yuvamanikanta	CSE	Core Solutions	3,25,008

Academic Year-2015-2019

2015-2019	SK.Areef	ECE	Capgemini	8,00,006
2015-2019	A.Siva Sai	ECE	Tech Mahindra	3,25,000
2015-2019	K.Sailesh Kumar	ECE	TCS	3,36,875
2015-2019	V.Swarna Malaya	ECE	TCS	3,36,877
2015-2019	J.Siva Priya	ECE	DXC Technologies	3,60,000
2015-2019	M.Sri Latha	ECE	DXC Technologies	3,60,000
2015-2019	K.Suma	ECE	DXC Technologies	3,60,000
2015-2019	CH.Viswanth Kumar	ECE	Capgemini	3,80,006
2015-2019	J.Jaya Surya	ECE	TCS	3,36,877
2015-2019	D.Supraja	ECE	TCS	3,00,000
2015-2019	K.Revathi	ECE	Capgemini	3,00,000

Academic Year-2017-2018

2014-2018	C.Lavanya	EEE	Easystepin IT Services	1,20,000
2014-2018	Manasa	EEE	Gabriel	8,80,856
2014-2018	K.Muni Lakshmi Bharathi	ECE	Vector India	3,00,000
2014-2018	T.Sangeetha	ECE	Vector India	3,00,000
2014-2018	V.Shiny	ECE	Pix Stone Images	96,000

Gokul Krishna College of Engineering - Training & Placement Cell

Academic Year	Name of student	Department	Company Name	Package
Academic Year-2017-2019				
2017-2019	Ms. S. Mounika	MBA	EVERTON TEA INDIA PRIVATE LIMITED	96000
2017-2019	Mr. P. Srikanth	MBA	GREENTECH INDUSTRIES PVT.LTD	168000
2017-2019	Mr. K. Vijay	MBA	DIXON TECHNOLOGIES INDIA LIMITED	225000
Academic Year-2020-2022				
2020-2022	Ms. M. Swathi	MBA	RELIANCE RETAIL LIMITED	275000
2020-2022	Mr.Js. Narasimhulu	MBA	RELIANCE RETAIL LIMITED	275000
2020-2022	Mr. S. Janardhan	MBA	AXXELENT SCIENCE PRIVATE LIMITED	450004


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12-01-2022

Topic: Offer letter

Vikesh Muralireddy Parvathareddy,

As per our discussion, **ICC Global Support Center Private Limited** would like to employ you as,

Position - MES Engineer

Employment Type - Permanent

Employment terms & conditions:

1. Your employment shall be effective from,

Start Date - 02-Feb-2022

2. **Annual CTC,**

Amount - 10 lakhs INR / Per Annum

Note - Taxes shall be deducted as per the laws in India.

3. **Probation**

The initial six months of employment shall be a probation period. During the probation period, the company shall monitor your performance. If the company finds your performance satisfactory it shall continue your employment or has the full right to terminate your employment. The company has the right to terminate your employment during the probation period without any notice.

4. **Compliance**

You shall be compliant and adhere to the company policies.

Non-compliance to company policies could result in termination and legal action.

5. **Work Model**

Work from home is allowed if approved by the reporting manager.

The company has a flexible working time policy. The employee is expected to put a minimum of **Weekly Hours** (40) as per the company policy. You may have to work in hybrid working hours or in different time zones as per business needs. The reporting manager shall advise and update you with the same from time to time. Depending

upon the company's business requirements, you may be posted at different geographical locations.

6. Travel

You shall be required to visit sites or clients as per the business needs of the company.

7. Work Environment

- 7.1. Work diligently, faithfully and to the best of your skills and ability and perform all activities, entrusted to you from time to time, as per Company's expectations.
- 7.2. Comply with instructions given to you by the management and faithfully observe all the rules and regulations and arrangements of the Company.
- 7.3. Devote your time exclusively to your duties with us and not engage, without prior consent in writing from us, directly or indirectly with or without remuneration in any trade, business occupation, or internship.
- 7.4. You will not undertake any activity, which is contrary to or inconsistent with your obligations under this contract or the company's interest.
- 7.5. You will not, during the term of your assignment with us, work for a competitor engage or be interested financially or otherwise directly or indirectly in the business, related to activities of our company, without our express consent in writing. Your professional services are liable to be terminated if you do not fulfill this obligation. The company may initiate other legal action at its discretion in such an event.
- 7.6. During the term of your assignment with us, you shall not accept a direct or indirect offer of internship/professional services with any organization that is a current client or has been a client of the company for a period of 12 months before the time such an offer has been extended to you.
- 7.7. Any information related to the business of the company received by you during the term of this contract with us shall be treated as classified and confidential. You shall not disclose or divulge such confidential information to any third party whatsoever.
- 7.8. You will not solicit employment or join or provide services in any manner to any customer of Innovative Consulting Inc. vendor or contractor or local business partner or representative or competitor directly or indirectly through any other company or channel for a period of 12 months from the date of relinquishing the services from our company. If you fail to comply with

this, the company will initiate action against you, as it deems appropriate.

8. Termination & Resignation

Further, you would not interrupt or terminate this assignment of the company, while on deputation on the customer site. However, if you do so, the company shall, in addition to aforesaid terms, take the following actions:

1. To ask you to refund full to and fro fare, if granted to you, for your spouse or for the official break and also to refund your return journey ticket to base availed.
2. To hold the payment of your whole remuneration, till the final clearance of your account is done. The company will not pay any bonus amount, during the notice period.
3. Any leave shall not be granted and permitted during the notice period.
4. To not adjust any leave balance in your account, to the extent of the notice period is falling short, as per the terms of your appointment letter.
5. Please note that complying with the conditions from 8.1 to 8.4 does not mean that the employee would stand relieved, and the Company reserves the right to levy any such further penalty, which company management deems appropriate.
6. Failure to comply or breach any of the clauses of this letter, the company will be entitled to terminate your employment forthwith without any advance notice or compensation whatsoever.
7. Your assignment is liable to be terminated by giving 3 calendar months' notice by the Company in writing and if in case you desire to terminate this assignment with the Company, you will have to give 3 calendar months' notice to the Company. In case due to any circumstances, 3 calendar months' notice cannot be given by you, you will be required to reimburse the corresponding remuneration amount in lieu of the notice period, subject to management's approval.
8. Notice period to be served during,
 - Probation - 1 Month
 - After probation - 3 Months

9. KYC & Medical

- The details of required documents shall be shared for KYC.
- Pan Card, Aadhar Card, Passport
- Relieving letter from last company.

- Documents needed by the client for verification whenever to prove your credentials.

Medical Certificates & Tests

Your continuation of services is subject to you being found medically (physically & mentally) fit during your whole tenure with the Company. During the tenure of your services, you may be required to undergo a medical check-up if felt necessary by the Management. Upon check-up, if you are found to be having ailment that may adversely affect your job function(s)/ performance, the Management reserves the right to continue or discontinue your services and you shall abide by the decision of the Management in this respect.

10. NDA

Terms of NDA shall be signed and submitted as a token of acceptance.



Name – Rakesh Upadhyay

Position – Director Operations

ICC Global Support Center Pvt.

Name - Vikesh Muralireddy
Parvathareddy

Pan Card –

Date -

Formal Acceptance Signature.

Ref: HR/JUL/22/A3/60609477/60211123/1001271831

Date: 16 July, 2022

Ms. Swathi Peraturu
RTC DEPO Road
Satyvedu
Satyavedu 517588
Andhra Pradesh, India

Dear **Ms. Swathi**

This is with reference to your application and subsequent interview you had with us.

We are pleased to offer you employment as **DMIT in Senior Executive - A3 grade** in our business on the following terms and conditions:

1. PLACE OF POSTING:

Your initial posting will be at **Vijayawada, Andhra Pradesh.**

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

This offer is subject to your joining us on or before 15 August, 2022.

2. COMPENSATION:

Your compensation on a Cost to Company (CTC) basis will be **Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum** and will be payable as under. Please refer to Annexure 1A for detailed breakup of your CTC.

i. Fixed Pay: Rs. 2,75,000/- (Rupees Two Lac(s) Seventy Five Thousand Only) per annum.

This includes Basic Pay and Choice Pay that consists of other allowances, benefits, perquisites etc. as per the compensation policy of the company.

ii. Retirals: Rs. 25,680/- (Rupees Twenty Five Thousand Six Hundred Eighty Only) per annum.

This includes:

- Provident Fund @ 12% of PF Wages (i.e. Basic Pay + Personnel Special Allowance, wherever paid) and may be capped at applicable Statutory Wage Limit or actual PF Wages depending on company policy.
- Gratuity @ 4.81% of Basic Pay and paid as per provisions of The Payment of Gratuity Act 1972.

3. GENERAL:

You may choose components of your CTC as per your requirement, being referred as Choice Pay. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company.

The available CTC components along with limits have been detailed in Annexure 1B.

The components within each category of payment are discretionary and the Company has the right to change these components at any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Reliance Retail Limited

CIN: U01100MH1999PLC120563 Phone: +91 22 35553800

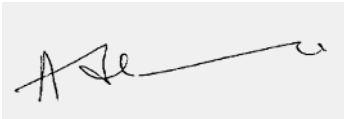
The Annexure 1A and the detailed "Terms & Conditions of Employment" in Annexure 2 together sets forth the terms and conditions under which the Company would employ you and become effective from the date you join the Company. Your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

You are requested to sign and return to the Company a copy of this letter containing Annexure 1A and "Terms & Conditions of Employment" in Annexure 2, as confirmation of your acceptance.

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

We wish you a long and successful association with us.

Sincerely yours,
For Reliance Retail Limited



Ankur Shukla
Head - Human Resources

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____

DATE: _____

Annexure 1A			
Name: Swathi Peraturu			
EARNINGS			
CTC Components	Proposed CTC (Rs.)		
	Monthly	Annual	
A. Fixed Pay			
1	Basic Pay	9,838	1,18,058
Choice Pay			
2	Conveyance	Refer to Annexure 1B	
3	Fuel & Maintenance	Refer to Annexure 1B	
4	Leave Travel Allowance	Refer to Annexure 1B	
5	Medical Reimbursement	Refer to Annexure 1B	
6	Bonus*	1,968	23,612
7	Residual Choice Pay	4,052	48,622
Housing			
8	House Rent Allowance	4,919	59,029
Retirals			
9	PF - Employer Contribution	1,667	20,002
10	Gratuity (4.81% of Basic)	473	5,679
Total Fixed Pay [A]		22,917	2,75,000
Total CTC (A)		22,917	2,75,000
<p>Note: The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.</p> <p>(*) In case of employees that are entitled to Bonus under the Payment of Bonus Act 1965. (**) For Insurance Premium debits, please refer Annexure 1B</p>			

Insurance (Pay Slip Debit As Per Grade)	Monthly	Annual
GPA Insurance Premium		
Group Term Life Insurance Premium		
Medical Insurance Premium		



Annexure - 2

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

- a. Medical Fitness: You being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.
- b. Verification of Particulars: In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. PROBATION:

You will be initially on probation for a period of Six Months, which may be extended or reduced at the sole discretion of the Management. During the period of probation, the appointment is terminable by giving 30 days' notice in writing by either side or payment of 30 days Basic salary in lieu thereof. On completion of initial probation period till such time that you are intimated in writing regarding your confirmation, you shall continue to be on probation. After confirmation, the employment can end through three months' notice or payment of Basic salary in lieu thereof by either side. You shall attend duties till you are relieved from services in writing. Waiving the Notice Period on resignation is at the sole discretion of the company.

3. TRANSFER

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

4. REPRESENTATIONS AND WARRANTIES:

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

- a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder.
- b. You are under no physical or mental disability that would hinder the performance of your duties contained herein.
- c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions.
- d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith
- e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants.

- f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.
- g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

5. DUTIES AND RESPONSIBILITIES:

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

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

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

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

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

- c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.
- d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.
- e. **Work hours:** Your working hours at your place of posting shall be as per the rules and regulations of the company, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You

will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

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

- f. **Non-disclosure:** You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.
- g. **Confidentiality:** You shall keep confidential all the information and material provided to you by the Company concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company. Your obligation to keep such information confidential shall remain even on termination of this employment.

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

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

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

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

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

- i. **Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it

deems proper in the event of your failure to account for such material or property to its satisfaction.

- j. **Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.
- k. **Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.

You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.

- l. **Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or non-public communication with any customer or member of the investment community or media or in any communication.
- m. **Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.
- n. **Model Release:** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.
- o. **Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.
- p. It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

6. TERMINATION OF EMPLOYMENT:

- a. **Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.
- b. **Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.
- c. **Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.
- d. **Absenteeism:** If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
 - i. Return to work within 8 days from the commencement of such absence, and
 - ii. Give an explanation to the satisfaction of the Management regarding such absence
- e. **Medical Fitness:** The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you may be terminated from employment.
- f. **Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.
- g. **Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency.
- h. **Suspension:** You may be placed under suspension, without salary, pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- i. **Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.
- j. **Non-compete:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or otherwise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of the company or any of its Group Companies.
- k. **Recovery of Payments:** Payments / reimbursements made towards recovery of notice period by your previous employer and relocation expenses by us will be recovered in full in the event of your separation from the company before completion of one year of joining.

7. AUTHORIZATION FOR ANTECEDENT VERIFICATION :

You have hereby given no objection in the Company (Or its group Companies and associates) sharing your personal information and documents, including but not limited to Aadhaar number, other Government issues ID number such as Voter ID, PAN card, DL, name, gender, date of birth, addresses, mobile number, email, education record and employment record with any Reference / Antecedent Verification Organization that company has appointed time being or anytime later for the purpose of background checks and verifications, in order to avail services such as employment / training / management / payment / credit / insurance / house on rent / vehicle on rent, etc.

You have hereby authorized the Company or any agency/ agencies appointed by them from time to time to store your personal information on their platform, which will be accessible to the Company or its service provider for which this consent is being obtained. The Company or its service provider and their authorized users / partners / affiliates / contractors can access and update your digital record on such platform, including data, documents, certificates, verification reports, references, testimonials, etc. and can use related services provided via such agency. You have understood that agency will ensure security and confidentiality of the same.

You also agree that your digital record including references, testimonials and verification reports on such agency platform will only be available to any other users of the platform if/when you provide your explicit consent for the same. You have also understood that you have the option of deleting your digital record from such agency database.

Your No Objection will be coterminous with the arrangement between the Company and any agency / organization engaged by the Company for Reference / Antecedent Verification of your current and past employments.

8. GENERAL:

- a. **Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.
- b. **Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company publishes from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.
- c. **Media Interaction:** You will not interact with the media - electronic, print or otherwise in
 - i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.
 - ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.
 - iii. You shall also not disclose non-public information selectively to any particular group as it may lead to

unfair advantage / discrimination.

- iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.
- v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.
- d. **Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.
- e. **Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.
- f. **Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.
- g. **Change of address:** You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.
- h. **Passport:** It is desirable that you have a valid passport at all times and ensure that the same is renewed from time to time.
- i. **Travel:** You shall make your own transport arrangements to and fro from the place of work.

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

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

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

Employee Name:

Signature:

Date:

08-Jul-2019

Dear Venati Munisha,
B.Tech/B.E., Electronics and Communication Engineering
Gokula Krishna College of engineering



Candidate ID – 13447635

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,

Suresh Bethavandu

Global Head-Talent Acquisition

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature :

Date:

Annexure A

Name: Venati Munisha **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group personal accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

PF is contributed at 12% of your basic. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

* **Flexible Benefit Plan:** Your Compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with Cognizant India for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.

*** **Language Premium:** This allowance is applicable only for Japanese, German & French language. It will be paid along with the Apr, July, Oct and Jan payroll for the previous quarter and will be subject to tax deductions as applicable in India. The amount will be pro-rated to the duration spent with Cognizant India and will be paid out on the condition that you continue to use the foreign language skill as required by your role/project/account.

**** **Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

Login to <https://onecognizant.cognizant.com>->Total Rewards App for more details

Ref No: 21337940
25-May-2022



Yellasiri Chandrika

Dear **Yellasiri**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"). Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 210,002**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 months** of your experience as relevant in this offer, which will be kept up-to-date in our records.

Your appointment will be governed by the terms and conditions of employment presented in **Employment Agreement**, as well as any rules, regulations and practices currently in place at the time of employment.

We request that you join us on or before **01-Jun-2022**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid for three (3) months from the date of offer. Any extension shall be at the discretion of Cognizant and shall be communicated to you in writing
- Prior to beginning work with Cognizant, you must provide evidence of your right to work in India and other documentation requested by Cognizant

We are delighted to welcome you to the team! You are joining Cognizant at an exciting time, and we know your fresh thinking and expertise will help us accomplish great things.

If you have any further questions or need clarification on this offer, please feel free to contact us.

Best regards,

For **Cognizant Technology Solutions India Private Limited** ("**Cognizant**"),



Shibu Balakrishnan
Sr.Director-Talent Acquisition

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature:

Date:

Compensation and Benefits

Name: Yellasiri Chandrika **Designation:** Process Executive - Data

Sl. No.	Description	Monthly	Yearly
1	Basic	6500	78,000
2	HRA*	2600	31,200
3	Company's contribution of PF #	1382.142857	16,586
4	Advance Statutory Bonus***	2000	24,000
5	Special Allowance*	4574	54,888
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	444	5,328
	Annual Gross Compensation		210,002
	Annual Total Compensation		210,002
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		229,502

As an associate you are entitled to the following additional benefits:

- Floating medical insurance coverage
- Round-the-clock group personal accident insurance coverage
- Group term life insurance coverage
- Employees' compensation insurance benefit as per the Employee's Compensation Act
- Gratuity on separation after four (4) years and 240 calendar days of continuous service, payable as per the Payment of Gratuity Act

Leave and vacation:

- From your date of joining, you will be entitled to the following leave amounts as per your eligibility in line with statutory requirements. Leaves require manager approval in advance.

Category of Leave

- Earned Leave – 18 days
- Sick Leave – 12 days
- Casual Leave – 6 days
- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit (Amendment) Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the India Leave Policy.

Provident Fund Wages:

For the purpose of computing contributions to the Provident Fund, Pension Fund and EDLI

Scheme, "Monthly Gross Salary" as stated in "Compensation and Benefits" of this letter, excluding "Advance Statutory Bonus" and "House Rent Allowance," will be considered. This does not include payments made through "Special Payout."

Determination of PF wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser.

Employee State Insurance (ESI):

Eligible Wages Eligibility for ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF and ESI contribution from the monthly Gross Compensation (AGC/12) as stated in Compensation and Benefits of this letter.

Earned ESI Wages: Monthly ESI contribution will be computed on total remuneration paid to an associate in a particular month, including any recurring (or) ad hoc special payouts during the month.

ESI contribution shall continue until the end of the contribution period (April – September and October – March), if the associate contributes for at least one month in the contribution period.

*** Flexible Benefit Plan:**

Your compensation has been structured to ensure that you can apportion components of your salary to suit your individual preferences. This plan will enable you to

1. Choose from an array of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

#* Advance Statutory Bonus is in line with the provisions of the Payment of Bonus Act

Note:

- Any statutory revision of Provident Fund/ESI contribution or any other similar statutory benefits will result in a change in the net take-home salary. The Annual Gross Compensation will remain the same
- Cognizant has made this offer in good faith after expending significant time and resources during the hiring process. We hope you will join us, but recognize your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you decide not to join us after signing the offer letter, Cognizant reserves the right not to consider you for future career opportunities with the company. We look forward to welcoming you to Cognizant

Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of 25-May-2022 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant," which shall, unless counter to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Yellasiri Chandrika, ____ (Age) ,residing at _____

(hereinafter referred to as "you," "your" or "yourself," which shall, unless counter to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party."

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

1. Duties and Responsibilities

a) You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honor and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.

b) Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.

c) You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirements. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

4. Confidentiality

- a) During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties (with which the Company has any dealings), which are private, business sensitive, confidential and/or proprietary (together, "Confidential Information"). You are obliged to keep this Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b) Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such a breach. The obligations imposed upon you under this clause 4 will survive even after cessation of your employment with the Company.
- c) You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d) You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e) You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, suppliers or any third parties.
- f) You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g) The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

5. Data Protection

By signing below,

- a) you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b) you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c) you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d) you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e) you acknowledge and agree that the Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

6. Work Schedule

a) The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be communicated to you.

b) The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in accordance with any applicable laws currently in place. Any changes to be made to the above work timing or days shall be made by the Company at its sole discretion and notified to you in advance.

c) The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. Shift timing may change from time to time as per any Company policy, and will be communicated to you in advance.

d) Your working hours shall be monitored by the Company through appropriate systems and processes, as updated from time to time. You are expected to comply with these processes and policies at all times.

7. Background Check

Your employment with Cognizant is conditional and subject to satisfactory background and reference checks in line with Company policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to a satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, if your background verification report is found to be unfavorable or unsuccessful after you join the Company, the Company reserves the right to terminate your employment.

8. Compliance with Company Policies

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and that are not specifically mentioned in this Agreement. The applicable rules/processes/procedures/policies are available on the Company's intranet and you are expected to go through them carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines or processes, please reach out to your HR talent manager. It is your responsibility stay informed of any and all changes made by the Company to such policies from time to time. If at any time 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 termination your employment without notice period.

9. Non-Compete and Non-Solicit Restrictions

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

10. Representations and Warranties

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity (ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;
- c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and
- d. you represent that unless 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.

11. Indemnity

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

12. Business Engagement, Learning and Development and Project Deployment

In order to ensure that you are fully equipped to adapt to client needs, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/training and up-skilling opportunities. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

13. Unauthorized Absence

If you are absent from work for a continuous period of three (3) days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

14. Retirement

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

15. Termination of Employment

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period.

You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from employment with the Company, the Company may at its sole discretion allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, embezzlement, misappropriation, misuse or causing damage to the Company's assets/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations
- Conduct regarded by the Company as prejudicial to its own interests or to the interests of its client

16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation/International Employment Agreement(s) of the specific country, based on the policies of the Company.

17. Survival

Clauses 4, 5, 9 and 11 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

18. Dispute Resolution and Governing law

The Parties shall make our 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. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by the Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning the Company, its affiliates and their employees, contractors or clients without the Company's prior written consent, and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of the Company and its affiliates and their employees, contractors or clients.


This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

Cognizant Technology Solutions India Private Limited

Yellasiri Chandrika



Shibu Balakrishnan

Sr. Director-Talent Acquisition

I have read, understood and accept the above-mentioned terms.

Signature:

Date:



Branch Office: H3, Ground Floor, Eastern Wing, Hiranya Apartments,90/3(67-69),Greenways Road Extn,
R.A Puram, Chennai 600 028; Phone -044 2493 7338

February 15th, 2022

To:-

Mr Yuvamanikanta K

S/o Mr Konduru Venkateswarlu
5-59, Gandla Street, Sullurupeta,
Nellore,
Andhra Pradesh - 524 121com

Phone:- +91-7997441595

Email ID :-manikonduru.1006@gmail.com

Dear Mr Yuvamanikanta,

Re: Appointment as “Software Engineer- Trainee”

We refer to the discussions and the interview you had with us and are pleased to appoint you as **“Software Engineer- Trainee”** in our Company on the terms and conditions set out below:

1. Commencement of Employment

You will start your employment with the Company on **February 16th, 2022**. You will report to Our **Vice President – Technology** functionally and administratively to the undersigned. This reporting system may be changed depending on the needs of the company and will be informed of any such changes.

2. Probation

You will be on probation for a period of six months from the date of your commencing work. If the Company is not satisfied with your work and conduct, your services shall be liable to termination without notice at any time during or / on completion of the probationary period. This period of probation will be liable to such extension(s) as the management may deem fit at its sole discretion. However, after the completion of probation period, you shall deem to have been confirmed in the services of the company unless you receive an order in writing to the contrary. During the probationary period, if you wish to resign from the services, you may do so by giving thirty days’ notice. After confirmation, your services may be terminated without cause by either side giving ninety days’ notice in writing, or payment of salary in lieu thereof.

3. Salary

You will receive an annual gross, all-inclusive compensation package as a total Cost to Company equivalent to **Rupees 3,25,008/- (Indian Rupees Three Lakhs Twenty Five Thousand and Eight only)** per annum.

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The Company will contribute to the Provident Fund as per the Act @ 12% of your basic salary which forms part of your salary package. You will also be eligible for gratuity as per The Payment of Gratuity Act applicable at the time of your separation/retirement.

The compensation will be paid to you in monthly arrears, after deduction of income tax and other applicable taxes at source. It is a condition of your service that you shall abide by the Company's policy of maintaining the strictest confidentiality of the compensation you receive from the Company. The break-up of your said compensation is attached as "Annexure A" to this letter.

4. Responsibilities

You will at all times faithfully, industriously and to the best of your ability and experience perform all of the duties that may be required of from you and by the Company and, pursuant to the expressed and implicit terms hereof, to the reasonable satisfaction and subject to the general supervision and direction of your reporting authorities.

5. Hours of Work

You will be required to work from Monday to Friday on all weeks every month, for such hours as are necessary to suit the Company's requirement and for proper discharge of your duties. The working hours will be from 9.30 am to 6.30 pm with a lunch/recess break of one hour that can be availed between 1.30 pm to 4.00 pm. You may also be required to attend duties on public holidays and weekly offs as per the exigencies of work

6. Annual Leave

You will be entitled to leave as per company rules which are at present as follows:-

- (a) Casual Leave – 9 days per calendar year.
- (b) Sick Leave –9 days per calendar year.
- (c) Earned Leave – 12 days per calendar year. (Credited to your leave account at the end of every year).

You will be governed by the leave rules as applicable from time to time and the Management reserves the right to modify the rules at any time based on business needs.

7. Provident Fund, Gratuity and any other Retirement Benefit Plans

You will participate in the Company Provident Fund, Gratuity and any other future retirement plans, as per the rules and regulations of such plans, as may be applicable to employees at your level in the Company.

8. Resignation:

You must provide the Company with at least Ninety days (90) advance written notice, if you wish to resign from the Company.

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9. Confidentiality

The position held by you is of a strictly confidential nature. You shall not disclose to any unauthorized person, either during or after your employment with the company, to any person any information about the interest of business of the company or any affiliated companies. You shall not communicate to any public papers, journals, pamphlets or leaflets, or cause to be disclosed at any time, any information or documents, official or otherwise relating to the company except with prior written consent of the Chief Executive Officer or to the Chief Operating Officer of the company. Any invention, development, process, adaptation or improvement in procedure or other matters or work including any artistic, literary or other work which can be subject matter of copyright whatsoever, made, developed or discovered by the employee either alone or jointly with any other person or persons while in employment of the company, in connection with or in any way effecting or relating to the business of the company or capable of being used or adapted for use therein or in connection therewith shall forthwith be disclosed to the company and shall belong to and be the absolute property of the company.

You will not during your employment with the company or at any time thereafter, divulge or make known any information in any way whatsoever relating to the company or its business or of its customer and / or any other information, secret processes of data and material, which may come to your knowledge during the course of your employment. You will always maintain strict secrecy regarding any technical information or any other information gained or acquired or imparted to you in the course of your employment.

You confirm that you have disclosed fully to the company all of your business, interests whether or not you are similar to or in conflict with the business(es) or activities of the company and all circumstances in respect of which there is or there might be, a conflict of interest between the company and you or any immediate relative or associate. You agree to disclose fully to the company any such interest or circumstances which may arise during your employment immediately upon such interest or circumstances arriving. Upon separating your employment with the company, you shall forthwith return to the company all the assets and property of the company (including any leased properties), documents, files, books, papers, memos or any other property of the company in your possession or under your control.

For the purpose of defining Confidential Information the following will apply:

“Confidential Information” shall include all:

- i) Production process, marketing techniques and arrangements, mailing lists, purchasing information, pricing policies, quoting procedure, financial information, customer and prospect names and requirements, employee information, customer, supplier and distributor data, price lists and other materials or information relating to the Company’s business and activities and the manner in which the Company does business;
- ii) Computer software, whether existing or hereafter developed for use on any operating system or machine, all modifications, enhancements and versions and all options available with respect thereto, and all future products developed or derived therefrom;
- iii) Source and object code, flowcharts, algorithms, coding sheets, routines, subroutines, compilers, assemblers, design concepts and related documentation and manuals.

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- iv) Discoveries, concept and ideas including, without limitation, the nature and results of research and development activities, processes, formulas, inventions, computer-related equipment or technology, techniques, “know-how”, designs, drawings and specifications.
- v) All other materials or information related to the business or activities of ‘Core Solutions’ which are not generally known to others engaged in similar business or activities.
- vi) All ideas which are derived from or related to your access to or knowledge of any of the enumerated materials and information; and
- vii) All information about or belonging to suppliers and clients of, and all parties to any agreement with ‘Core Solutions’ which would be confidential information pursuant to the above definition.
- viii) The absence of any marking or statement that particular information is ‘Confidential Information’ shall not affect its status as Confidential Information.

10. Place of Posting / Transfers

Your initial place of posting will be at **Chennai**. However, your services are transferable and can be seconded or deputed by the Company to any operations in India or abroad; whether existing as on date of your appointment/ contract or to be established thereafter at the discretion of the Company or to any operation under the management and / or ownership of the company including any joint venture in which the company is a participant or to any subsidiary or associate company of the company.

You shall keep us informed of any changes of your residential address or civil status.

11. Termination:

The Company reserves the right to terminate you by providing ninety days (90) prior notice or salary in lieu thereof under the following conditions:

1. When business circumstances compel it.
2. If you fail to conduct and supervise the Company’s business in a reasonable and prudent manner satisfactory to the Company.

12. Termination without prior Notice

The Company may dismiss you summarily without notice or any payment in lieu of notice under the following conditions:

1. If you have seriously injured the reputation of the Company.
2. If the Company has reasonable grounds to believe that you are guilty of gross misconduct or gross negligence.
3. If it is shown that you are engaged in other employment / business outside the Company other than the one provided under this agreement.
4. In any other unavoidable circumstances.

13. Exclusive Employment

You will be in the exclusive employment of the Company. You will not be entitled to accept directly or indirectly any



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part time or full time job or transact any business of any kind whatsoever during the course of your employment with the Company.

14. Income Tax

You will be responsible for paying all taxes, including but not limited to any national, local taxes and will also be responsible for filing your tax returns and complying with requirements under the Tax Laws.

15. Rules and Regulations

You shall abide by the Rules and Regulations of the Company in effect from time to time or as the Company may communicate from time to time.

16. Miscellaneous

Governing law: This offer of appointment shall be governed by and construed in accordance with the laws of India, including any arbitration, without reference to principles of conflict of laws. The jurisdiction for any dispute will be Chennai, India.

I take this opportunity to congratulate you on your appointment and welcome you to our company and we wish you have a rich and rewarding career as a member of the 'Core Solutions' family.

Kindly return a signed copy of this letter to indicate your undertaking of the terms and conditions of the employment contained herein and your acceptance of this offer.

Sincerely yours,

For Core Solutions Inc.,

Saravana Kumar
Head – HR & Administration

System Generated:- No Signature Required

Acceptance of Mr Yuvamanikanta K

I have read, understood and agree to the terms and conditions of employment mentioned in this Letter. I accept the offer and confirm that I will join the Company on February 16th, 2022.

Yuvamanikanta K
Date:



Branch Office: H3, Ground Floor, Eastern Wing, Hiranya Apartments,90/3(67-69),Greenways Road Extn,
R.A Puram, Chennai 600 028; Phone -044 2493 7338

ANNEXURE - A

CORE SOLUTIONS Inc., CHENNAI		
Name: Yuvamanikanta K Designation : Software Engineer - Trainee	Employee No.	
DETAILS OF PAYMENT		
	Monthly (In Rupees)	Annual (In Rupees)
Monthly Payments		
Basic Salary	16,250	1,95,000
House Rent Allowance	6,500	78,000
Conveyance Allowance	1,000	12,000
Domiciliary Medical Allowance	1,000	12,000
Special Benefits	384	4,608
Monthly salary	25,134	
Total Yearly Salary		3,01,608
In addition to the above, the Company will contribute 12% of the Basic salary as Employer's contribution to the Provident Fund Which works out to (Rs 16,250 *12/100) = Rs 1,950 /-p.m.		
	1,950	
Annual PF		23,400
Total CTC with Provident Fund	27,084	3,25,008

Additionally, you will be eligible for gratuity as per the Payment of Gratuity Act applicable at the time of your separation/retirement.

For Core Solutions Inc.,

Saravana Kumar

Head – HR & Administration

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