



MILAGRES COLLEGE



Kallianpur – 576 114, Udupi District, Karnataka

Web: milagrescollegekallianpur.edu.in

Email: milagrescollege@gmail.com

Office of the Principal

Mob. No. : 8762690235



Ref No: 30747982
05-Sep-2024



Naveen Lnu

Dear Naveen,

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

Your annual total compensation will be **INR 262,920**. 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 **10-Sep-2024**.

Please note:

- This offer is subject to satisfactory professional reference checks
- This offer is valid upto **10-Sep-2024**. 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

AVP - HR

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

Signature:

Date:



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Compensation and Benefits



Name: Naveen Lnu

Designation: Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7675	92,100
2	HRA	4605	55,260
3	Conveyance Allowance	800	9,600
4	Company's contribution of PF #	1800	21,600
5	Advance Statutory Bonus***	2000	24,000
6	Special Allowance*	4460	53,520
7	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	570	6,840
	Annual Gross Compensation		262,920
	Annual Total Compensation		262,920
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		282,420

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



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- 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:



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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 05-Sep-2024 between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the
Regd Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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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



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Naveen Lnu, _____ (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



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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 adverse 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



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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



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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.





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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



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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.





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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
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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





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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



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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



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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

Naveen Lnu

Shibu Balakrishnan

AVP – HR

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

Signature:

Date:



MAHATMA GANDHI MEMORIAL COLLEGE TRUST
UDUPI - 576102 Udupi District
(Karnataka State)

E-mail: principal_mgm@yahoo.co.in
E-mail:mgmc.office@gmail.com

☎ 0820-2520359 / 2530410
Website : www.momudupi.ac.in

AGE/HR/ 457 /2024

September 13th, 2024

To,
Ms. Chethana,
D/o Shankar Poojary,
7-78-1 Kedage Jidda, Uppoor,
Udupi-576105
Mobile: 8867063579

Dear Ms. Chethana,


Sub: Appointment of Computer Programmer on a contract basis at Mahatma Gandhi Memorial Evening College, Udupi

Ref: Email from the Principal dated 12/09/2024.

Mahatma Gandhi Memorial College Trust, Udupi is pleased to appoint you as Computer Programmer on a contract basis in the Department of Computer at Mahatma Gandhi Memorial Evening College, Udupi as per the following terms and conditions:

1. This appointment will be from your date of joining to May 31, 2025, which may be renewed thereafter for a further period by mutual consent. Unless and until the contract is renewed in writing (based on mutually agreed scope and terms), the same will automatically end at the stipulated period.
2. This appointment is not against any permanent vacancy approved/sanctioned by the Department of Collegiate Education. In the event of an appointment by the Department of Collegiate Education, Government of Karnataka, this appointment will be terminated at that point of time by giving one-month notice in writing or by payment of one-month salary in lieu thereof.
3. Your salary structure during this period will be as detailed below:

Scale pf Pay:6950-165-7775-185-8700-205-9725-225-10850-250-12100-175-13475	
Pay Components	Salary
Basic Pay	6950
Special Pay	8550
HRA	695
Variable Allowance	591
Sub Total (A)	16786
Provident Fund (Mgt Contr. 12% of Basic Pay plus spl pay subject to limit)	1800
ESI (Mgt Contr. - 3.25% of Sub Total A)	546
Gratuity (Mgt Contr. - 4.8% of Basic Pay plus spl pay)	744
Sub Total (B)	3090
CTC (A+B)	19876


14/9/24

SANATHANA RETAILS LLP

Door No. 2-76/19
Shop No-107, First Floor, City Complex
Vidyanagara Kulai, Mangalore
Karnataka- 575019

AmazGro

LLP No : AAT-0353
GSTIN : 29AARFN7490C1ZQ
Phone : 9773457977

Letter of Appointment

Mr. Chethan Ganiga

2-23
Near Snnikethan High School
Bolugudde, Matapady, Udupi
576213

Dear Chethan,

We welcome you to AmazGro (Sanathana Retails LLP), and are confident that you will build a long-term and mutually rewarding career with us.

AmazGro believes that its valuable people like you who along with all of us can chase a dream goal and make it come true. Our vision, mission and core values guide all our business and professional transactions. Our endeavor is to build a world-class team that delivers value to our clients.

Congratulations! We are delighted to make you an offer of employment in AmazGro (Sanathana Retails LLP) on the following terms and conditions:

Role	: Ads Expert
Date of Joining	: 28 August 2024
Location	: Mangalore
Total Gross Salary	: (Details as per Annexure 1)



Dear Vignesh Shetty,

What if you could turn your ambition to action? Let's work on that together at Wipro!

We are happy to offer you the position of **Scholar Trainee** at Wipro. For us at Wipro, success is the outcome of choice and expectations, and we hope we have matched yours in the LOI below. Let us know by clicking on "Accept" or "Decline" after you have read through the details using a desktop / laptop. (Note that you will not be able to save the LOI if you open the link through a mobile phone).

Once you have accepted our LOI, we will be in touch with next steps and all the other exciting little things that go into bringing you into our family.

How to accept and save your LOI letter:

- Open this email on desktop / laptop, click on the **LOI link** mentioned below.
- Log in with the login name vigneshshetty1948@gmail.com and your password. (If you do not know your password, you can reset it by clicking [Click here](#))

Important: Save your LOI as soon as you accept your LOI, as the link will expire and you will not be able to open the page again.

If we do not hear from you, we will conclude that you have unfortunately decided not to continue with the Wipro fresher hiring.

But above all, we look forward to welcoming you on board and creating amazing things together.

Enzyme Tech Park - HSR layout
1st floor 1113, 6th Main Rd, Syndicate Bank Colony, Sector 7, HSR
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(M)9663454129. Email: placements@rinex.ai

June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear PAVAN

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

The performance pay for the internship period is up to Rs. 25,000/- per month (15,000/- as a Standard Earnings & upto 10,000/- as Variable Earnings) during Training & Internship period considering the working days as Inside Sales Strategist Interns.

Here are the terms of the Internship while working with Rinex:

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- In the third month, interns will undergo a one-month probation period following their initial two months of internship.
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- During the internship, you are required to abide by the Rinex Code of Conduct and Rinex Internship Policy prescribed by the Company to all Interns.

Yours Sincerely,



Nirmala D
Talent Acquisition Team
On Behalf of Rinex

Signature

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Adlin Nikita Fernandes

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Alwyn

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear ANANYA KOTIAN

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Anusha

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear KUSHI SHETTY

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Manvish

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Milton Dsouza

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Naveen Acharya

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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On Behalf of Rinex

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Prasanna

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear RUSHITHA

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear SHRUTHI

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear SRIRAM KAMATH

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear SUSHMITHA

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June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear SWATHI KAMATH

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

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Nirmala D
Talent Acquisition Team
On Behalf of Rinex

Signature

Enzyme Tech Park - HSR layout
1st floor 1113, 6th Main Rd, Syndicate Bank Colony, Sector 7, HSR
Layout, Bengaluru, Karnataka 560102
(GSTIN: 29AAKCR7390F1ZU)
(CIN: U74999KA2021PTC143276)
(M)9663454129. Email: placements@rinex.ai

June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Vaishnavi

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

The performance pay for the internship period is up to Rs. 25,000/- per month (15,000/- as a Standard Earnings & upto 10,000/- as Variable Earnings) during Training & Internship period considering the working days as Inside Sales Strategist Interns.

Here are the terms of the Internship while working with Rinex:

- The duration of the internship will be for 2 months from the date of joining. You will have to complete 2 months of mandatory internship period to be eligible for the Internship Certificate.
- In the third month, interns will undergo a one-month probation period following their initial two months of internship.
- The full time offer will be determined based on the intern's performance throughout the Internship & Probation Period, their package as Full Time employee will be 5.2 LPA where 4.2 LPA as a Standard Earnings and 1LPA as a Variable Earnings.
- Interns will not be entitled to any other benefits from the company during this tenure.
- After joining, the first 7 days of training are unpaid.
- NOTE: A monthly salary structure requires a mandatory 30-days as working days.
- Intern performance will be evaluated on a regular basis.
- During the internship, you are required to abide by the Rinex Code of Conduct and Rinex Internship Policy prescribed by the Company to all Interns.

Yours Sincerely,



Nirmala D
Talent Acquisition Team
On Behalf of Rinex

Signature

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Layout, Bengaluru, Karnataka 560102
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(CIN: U74999KA2021PTC143276)
(M)9663454129. Email: placements@rinex.ai

June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear Valonia Cathrine Mascarenhas

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

The performance pay for the internship period is up to Rs. 25,000/- per month (15,000/- as a Standard Earnings & upto 10,000/- as Variable Earnings) during Training & Internship period considering the working days as Inside Sales Strategist Interns.

Here are the terms of the Internship while working with Rinex:

- The duration of the internship will be for 2 months from the date of joining. You will have to complete 2 months of mandatory internship period to be eligible for the Internship Certificate.
- In the third month, interns will undergo a one-month probation period following their initial two months of internship.
- The full time offer will be determined based on the intern's performance throughout the Internship & Probation Period, their package as Full Time employee will be 5.2 LPA where 4.2 LPA as a Standard Earnings and 1LPA as a Variable Earnings.
- Interns will not be entitled to any other benefits from the company during this tenure.
- After joining, the first 7 days of training are unpaid.
- NOTE: A monthly salary structure requires a mandatory 30-days as working days.
- Intern performance will be evaluated on a regular basis.
- During the internship, you are required to abide by the Rinex Code of Conduct and Rinex Internship Policy prescribed by the Company to all Interns.

Yours Sincerely,



Nirmala D
Talent Acquisition Team
On Behalf of Rinex

Signature

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Layout, Bengaluru, Karnataka 560102
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(M)9663454129. Email: placements@rinex.ai

June 22, 2024

INTERNSHIP CONFIRMATION LETTER

Subject: Regarding the Internship Confirmation Letter at Rinex

Dear STIYOL FERNANDES

Welcome to Rinex Technologies Private Limited. The purpose of this letter is to confirm your appointment to the position of Inside Sales Strategist Intern in Rinex. The effective date of your hire by 5TH AUGUST, 2024

The performance pay for the internship period is up to Rs. 25,000/- per month (15,000/- as a Standard Earnings & upto 10,000/- as Variable Earnings) during Training & Internship period considering the working days as Inside Sales Strategist Interns.

Here are the terms of the Internship while working with Rinex:

- The duration of the internship will be for 2 months from the date of joining. You will have to complete 2 months of mandatory internship period to be eligible for the Internship Certificate.
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- Intern performance will be evaluated on a regular basis.
- During the internship, you are required to abide by the Rinex Code of Conduct and Rinex Internship Policy prescribed by the Company to all Interns.

Yours Sincerely,



Nirmala D
Talent Acquisition Team
On Behalf of Rinex

Signature

Date: 14-11-2024

Applicant ID :Anusha_3_232761
Name :Anusha .
Location :BANGALORE

OFFER LETTER

Dear **Anusha .**

Thank you for your interest in Adecco.

Based on your resume and the interview you had with us, we are pleased to make you an offer of employment as **TEAM MEMBER** on deputation to our client **Dayforce India Private Limited** on fixed term contract, for the remuneration as offered and agreed by us (details given below). The Management reserves the right to bifurcate or merge the allowances in basic salary.

The term of your Contract shall be effective & valid from 18-11-2024 for a limited period i.e. upto 17-02-2025 only.

The **Net Salary (In Hand)** offered to you is **Rs 18000.00 only per month**; detailed breakup is enclosed.

The management reserves the right to utilize your services on deputation to our clients on fixed term contract, anywhere in India, through our branch offices, either in existence or which may come into existence. Your initial place of posting will be at **BANGALORE**. However, you may be required to report to our Branch Office (address mentioned at the top right corner of this letter), to complete your joining formalities, in the event you have not been able to follow our digital process

This employment offer is subject to:

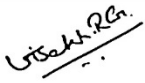
- a) The information provided by you in your resume and interviews are correct and valid.
- b) This offer is valid till your expected DOJ, i.e., **18-11-2024**. If you do not join us by the stipulated date, this offer is deemed invalid. Your formal appointment letter will be issued at the time of your joining, subject to receipt of various mandatory documents, as per list given below.
 - Aadhar card as Proof of Identity, Date of Birth and Address.
 - Educational certificates
 - ESI declaration in Form 1, PF nomination in Form 2 and Gratuity Nomination in "Form F"
 - PAN Card, Bank A/C details with proof
 - Passport size photograph
 - Experience certificates and relieving letter from your previous employer (if applicable).
 - Proof of your last drawn salary (if applicable)

This Letter is subject to your successful completion of all requirements including BGV, training etc if any, as stipulated by Adecco or its clients from time to time.

Please note that any claims based on alleged verbal promises by any authority in the organization are not a part of this letter and will not be entertained in future.

We look forward for you to join our organization at the earliest.

With warm regards,
Adecco India Pvt. Ltd.



Visakh R G
Associate Director – Onboarding
Authorized Signatory



Julie Rosy
Head – Process Excellence

Enclosures: - (i) Compensation Sheet; (ii) Consent letter

I hereby accept the above-mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____

COMPENSATION SHEET

Applicant ID	: Anusha_3_232761
Name	: Anusha .
Designation	: TEAM MEMBER

Compensation	Rs. Per Month
BASIC SALARY	17540.00
ADVANCE STATUTORY BONUS	1461.00
HOUSE RENT ALLOWANCE	949.00
GROSS (SUB TOTAL A)	19950.00
PROVIDENT FUND EMPLOYER	1800.00
ESI DEDUCTION- EMPLOYER	649.00
EMPLOYER PF ADMIN CHARGES	75.00
EMPLOYERS EDLI CHARGES	75.00
EMPR INSURANCE GMC	34.00
EMPR INSURANCE GPA	7.00
EMPLOYER DEDUCTION (SUB TOTAL B)	2640.00
CTC (SUB TOTAL A+B)	22590.00
PROVIDENT FUND EMPLOYEE	1800.00
ESI DEDUCTION- EMPLOYEE	150.00
EMPLOYEE DEDUCTIONS (SUB TOTAL C)	1950.00
TAKE HOME (SUB TOTAL A-C)	18000.00

Annual CTC : **Rs. 271080.00**

Note : “Take home is subjected to all applicable statutory deductions like Professional Tax, Labour Welfare Fund, Income Tax etc”

Visakh R G
Associate Director - Onboarding
Authorized Signatory
Adecco India Pvt. Ltd.,

Julie Rosy
Head - Process Excellence

I hereby accept the above-mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____

CONSENT LETTER

- Adecco India (“Adecco”) may collect, use or disclose the Personal Data which you provide to Adecco India for the Purpose described in the Adecco’s Data Privacy Policy (<https://www.adecco.co.in/privacy-policy/>) (“Adecco Policy”) including the provision of Services, storage, analytical or dispute resolution purposes, as well as, to comply with applicable laws, regulations and Adecco’s internal policies. Capitalized terms used in this form and not expressly defined shall have the same meaning as set out in the Adecco Policy.
- Adecco may also share your Personal Data with Adecco’s employees, officers, directors, clients (and its agents), Suppliers or third party vendors (IT, financial and legal advisors), or any statutory authorities and/or to any other Adecco affiliates, based locally or abroad, in order to reasonably achieve the Purpose. In any case, transfers to third parties will strictly be on a need to know basis, in order to comply with contractual or legal obligations.
- Adecco will handle, maintain and store your Personal Data - for a limited period of time, in compliance with Adecco Policy and the applicable laws and regulations.
- Adecco relies on your Personal Data to achieve the Purpose; hence, you warrant that the Personal Data you provide is accurate, correct and complete. If you wish to correct, update or delete your Personal Data, you may contact Adecco’s Data Protection Officer at legal.India@adecco.com.
- You are entitled to withdraw this consent at any time by giving notice to the Adecco’s Data Protection Officer. You acknowledge that such withdrawal shall apply prospectively and only affect Adecco’s future use or disclosure of your Personal Data.
- If you have any queries regarding Adecco’s treatment of your Personal Data, this consent form or any related matter, you may refer to [Adecco’s Data Protection Officer](mailto:legal.India@adecco.com) at: legal.India@adecco.com
- For any government welfare scheme Aadhar is mandatory. Accordingly by signing this explicit consent letter you hereby allow Adecco to collect your Aadhar card/details. This will enable Adecco to link your Aadhar details to welfare schemes like ESI, EPFO etc. If you have any issue in sharing the details please specify the reasons in writing.
- You acknowledge that you have read and understood this consent and the Adecco Policy and provide your express consent to the collection, use and disclosure of your Personal Data as therein described.

Name: _____

Signature & Date: _____

Date: 14-11-2024

Applicant ID :Sushmitha_3_232761
Name :Sushmitha .
Location :BANGALORE

OFFER LETTER

Dear **Sushmitha .**

Thank you for your interest in Adecco.

Based on your resume and the interview you had with us, we are pleased to make you an offer of employment as **TEAM MEMBER** on deputation to our client **Dayforce India Private Limited** on fixed term contract, for the remuneration as offered and agreed by us (details given below). The Management reserves the right to bifurcate or merge the allowances in basic salary.

The term of your Contract shall be effective & valid from 18-11-2024 for a limited period i.e. upto 17-02-2025 only.

The **Net Salary (In Hand)** offered to you is **Rs 18000.00 only per month**; detailed breakup is enclosed.

The management reserves the right to utilize your services on deputation to our clients on fixed term contract, anywhere in India, through our branch offices, either in existence or which may come into existence. Your initial place of posting will be at **BANGALORE**. However, you may be required to report to our Branch Office (address mentioned at the top right corner of this letter), to complete your joining formalities, in the event you have not been able to follow our digital process

This employment offer is subject to:

- a) The information provided by you in your resume and interviews are correct and valid.
- b) This offer is valid till your expected DOJ, i.e., **18-11-2024**. If you do not join us by the stipulated date, this offer is deemed invalid. Your formal appointment letter will be issued at the time of your joining, subject to receipt of various mandatory documents, as per list given below.
 - Aadhar card as Proof of Identity, Date of Birth and Address.
 - Educational certificates
 - ESI declaration in Form 1, PF nomination in Form 2 and Gratuity Nomination in "Form F"
 - PAN Card, Bank A/C details with proof
 - Passport size photograph
 - Experience certificates and relieving letter from your previous employer (if applicable).
 - Proof of your last drawn salary (if applicable)

This Letter is subject to your successful completion of all requirements including BGV, training etc if any, as stipulated by Adecco or its clients from time to time.

Adecco India Private Limited

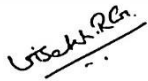
73/1, 13th Floor, Summit B, Brigade Metropolis, Garudachar Palya,
Mahadevapura, Whitefield Main Road, Bengaluru – 560 048, India.

Tel: +91 80 - 68407000 | Adecco.co.in | CIN: U72900KA1999PTC051999

Please note that any claims based on alleged verbal promises by any authority in the organization are not a part of this letter and will not be entertained in future.

We look forward for you to join our organization at the earliest.

With warm regards,
Adecco India Pvt. Ltd.



Visakh R G
Associate Director – Onboarding
Authorized Signatory



Julie Rosy
Head – Process Excellence

Enclosures: - (i) Compensation Sheet; (ii) Consent letter

I hereby accept the above-mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____

COMPENSATION SHEET

Applicant ID	: Sushmitha_3_232761
Name	: Sushmitha .
Designation	: TEAM MEMBER

Compensation	Rs. Per Month
BASIC SALARY	17540.00
ADVANCE STATUTORY BONUS	1461.00
HOUSE RENT ALLOWANCE	949.00
GROSS (SUB TOTAL A)	19950.00
PROVIDENT FUND EMPLOYER	1800.00
ESI DEDUCTION- EMPLOYER	649.00
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TAKE HOME (SUB TOTAL A-C)	18000.00

Annual CTC : **Rs. 271080.00**

Note : "Take home is subjected to all applicable statutory deductions like Professional Tax, Labour Welfare Fund, Income Tax etc"

Visakh R G
Associate Director - Onboarding
Authorized Signatory
Adecco India Pvt. Ltd.,

Julie Rosy
Head - Process Excellence

I hereby accept the above-mentioned terms and conditions.

Name: _____ Signature: _____ Date: _____

Adecco India Private Limited

73/1, 13th Floor, Summit B, Brigade Metropolis, Garudachar Palya,
Mahadevapura, Whitefield Main Road, Bengaluru – 560 048, India.

Tel: +91 80 - 68407000 | Adecco.co.in | CIN: U72900KA1999PTC051999

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- Adecco may also share your Personal Data with Adecco’s employees, officers, directors, clients (and its agents), Suppliers or third party vendors (IT, financial and legal advisors), or any statutory authorities and/or to any other Adecco affiliates, based locally or abroad, in order to reasonably achieve the Purpose. In any case, transfers to third parties will strictly be on a need to know basis, in order to comply with contractual or legal obligations.
- Adecco will handle, maintain and store your Personal Data - for a limited period of time, in compliance with Adecco Policy and the applicable laws and regulations.
- Adecco relies on your Personal Data to achieve the Purpose; hence, you warrant that the Personal Data you provide is accurate, correct and complete. If you wish to correct, update or delete your Personal Data, you may contact Adecco’s Data Protection Officer at legal.India@adecco.com.
- You are entitled to withdraw this consent at any time by giving notice to the Adecco’s Data Protection Officer. You acknowledge that such withdrawal shall apply prospectively and only affect Adecco’s future use or disclosure of your Personal Data.
- If you have any queries regarding Adecco’s treatment of your Personal Data, this consent form or any related matter, you may refer to [Adecco’s Data Protection Officer](mailto:legal.India@adecco.com) at: legal.India@adecco.com
- For any government welfare scheme Aadhar is mandatory. Accordingly by signing this explicit consent letter you hereby allow Adecco to collect your Aadhar card/details. This will enable Adecco to link your Aadhar details to welfare schemes like ESI, EPFO etc. If you have any issue in sharing the details please specify the reasons in writing.
- You acknowledge that you have read and understood this consent and the Adecco Policy and provide your express consent to the collection, use and disclosure of your Personal Data as therein described.

Name: _____

Signature & Date: _____